FCMP - AKO Forms Page - User Guide
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Introduction

This document provides an introduction to the FCMP system and explains how a user can fill, sign, route and track forms. The document is primarily annotated screen shots from the system.

This document contains an overview of the Test and Evaluation system, which is slightly different from the FCMP production system. However, the Test system will be more up-to-date and has a different login mechanism.

This document will be updated as the system is completed. A reader should always be suspicious that the system has been updated since this document was updated.

What is the Forms Content Management Program?

The Forms Content Management Program (FCMP) is the Army's solution for managing business workflows by automating the predefined business processes and their associated forms and publications. The solution integrates electronic forms software, content management software, and digital signature software.

The FCMP provides a single portal where all forms (departmental forms and eventually command and local forms) can be found, filled, completed, signed, copied, renamed, and added to folders. The portal contains capabilities similar to an e-mail system (e.g., an Inbox). The forms and folders can be routed to other FCMP users for approval. Additionally, the portal includes a forms library, tracking system and has searching and sorting capabilities.

Objectives

This user guide gives the user an overview of all of the capabilities of FCMP by showing and annotating the system's capabilities using screenshots.

Getting Started

Step-by-Step Overview

The use of the system follows some basic steps. Although every form is different, the following example shows how a typical set of users might use FCMP to complete a Request for Leave form.

User A

1. Logs into FCMP.
2. Goes to Form Finder.
3. Locates the form (Request for Leave, DA-31) either by general title form number.
4. Opens the form.
5. Complete the appropriate data.
6. Save the form. The form is saved into the user's drafts.
7. Select the form in the Drafts and click Route.
8. Complete the routing information for User B.
9. Continue with other work or log out. User A can continue to track this form using the FCMP Tracking capability.

User B

1. Logs into FCMP.
2. Goes to Inbox (which holds forms sent to the user by other individuals).
3. Clicks on the form name and the form opens.
4. Enters any additional information and signs, if appropriate.
5. Save the form. The form is saved back into the Inbox.
6. Select the form in the Inbox and click Route.
7. Complete the routing information for the next user, if any.
8. Continue with other work or log out. User B can continue to track this form using the FCMP Tracking capability.

Note: This is an example; the basic steps of finding a form, filling it out, using the Inbox and Drafts, and routing and tracking are the same for all forms.

Login to System

The Forms Content Management Program can be accessed via AKO at (give website here).

Show screen shot of website / AKO below

(screens will be updated as soon as possible) .

Figure 1 Login Screen
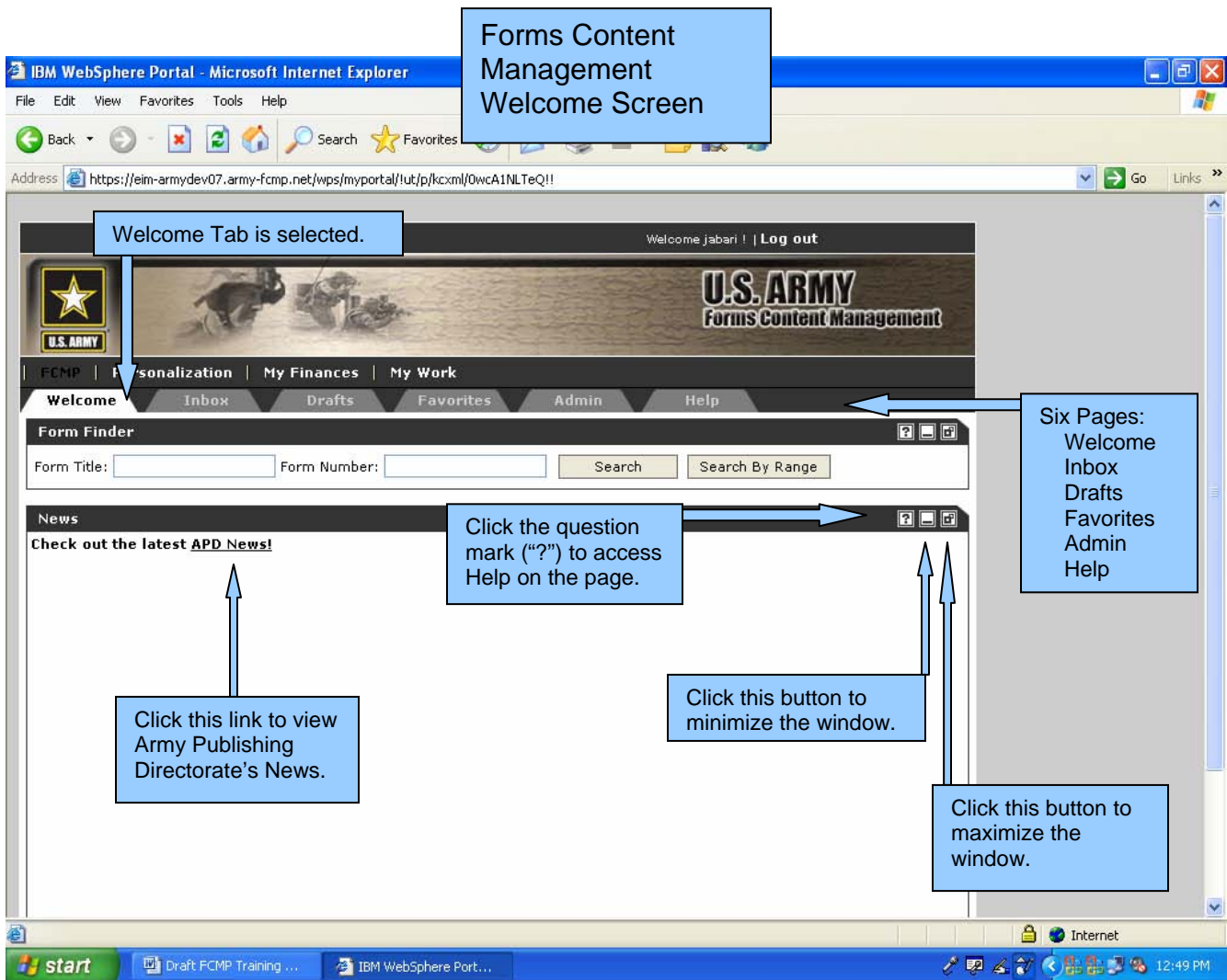
Using the Forms Content Manager

Welcome Page

Forms Content Management Welcome Screen

Welcome Tab is selected.

Six Pages:
Welcome
Inbox
Drafts
Favorites
Admin
Help

Click the question mark ("?") to access Help on the page.

Click this link to view Army Publishing Directorate's News.

Click this button to minimize the window.

Click this button to maximize the window.

Figure 2 Welcome Screen

Please note that many users will not see the Admin tab because they have not been granted administrative privileges.

Form Finder – Search by Form Title

Form Finder, allows the user to search the Army's Forms Content Manager Repository using the Form Title, Form Number, or Search by Range.

Note: Form Finder is located on the Inbox, Drafts, and Favorites windows.

The letter "a" is entered to search for all forms that have the letter "a" in the Form Title.

Click "Search" after entering the Form Title or Form Number to locate a form.

Click "Search by Range" to search by form number range.

Figure 3 Welcome Screen – Using the Form Finder

The user clicks on the form title to open the form.

Form Search Results

Form Finder displays a list of forms that meet the search criteria. The letter "a" was entered and the search engine displays any form that has the letter "a" in the Form Title.

Form Title	Form Number
SERVICE SCHOOL ACADEMIC EVALUATION REPORT	DA 1059
PERSONNEL QUALIFICATION RECORD-PART II	DA 2-1
FLOOD PREDICTION - LOCAL, REGIONAL, CENTRAL	DA 5-130
INDUSTRIAL STORAGE BATTERY SERVICE RECORD	DA 10-161
REQUISITION FOR PUBLICATIONS AND BLANK FORMS	DA 17-1
ELECTION TO FORMAL PHYSICAL EVALUATION BOARD PROCEEDINGS	DA 199-1
ARMY IDEAS FOR EXCELLENCE PROGRAM	DA 1045
CIVILIAN INSTITUTION ACADEMIC EVALUATION REPORT	DA 1059-1
APPLICATION FOR ARMY EMERGENCY RELIEF	DA 1103
RECOMMENDATION TO DECLARE ARMY EMERGENCY RELIEF LOAN UNCOLLECTIBLE	DA 1106
OFFICER EVALUATION SUPPORT FORM	DA 67-9-1
STATEMENT OF PRISONERS PERSONAL DEPOSIT FUND AND REQUEST FOR WITHDRAWAL OF PERSONAL FUNDS	DA 1130
RECORD OF PRISONERS PERSONAL DEPOSIT FUND	DA 1129
PRISONER'S PERSONAL PROPERTY LIST - PERSONAL DEPOSIT FUND	DA 1132
PERSONAL PROPERTY TRANSMITTAL SLIP - PERSONAL DEPOSIT FUND	DA 1133
REQUEST FOR WITHDRAWAL OF PERSONAL PROPERTY	DA 1134

Done   🔒 🌐 Internet

Figure 4 Search Results for Search by Form Title

The forms displayed through this portal are those which are currently authorized for use and which have been converted by Army Publishing Directorate into a format compatible with this application. If a form is updated it will be available in this format. If you cannot find a form either your search criteria is limiting your results – or the form has not yet been converted over. Most DA Forms have been converted. Some DD forms have been converted. The next phase of the program calls for converting local and State forms.

As form owners update forms these new versions will replace what is currently available here.

Figure 5 Form Displayed (DA Form 1059)

The Service School Academic Evaluation Report, DA 1059 was selected from the search results. A user can display any form located in the Forms Content Manager repository.
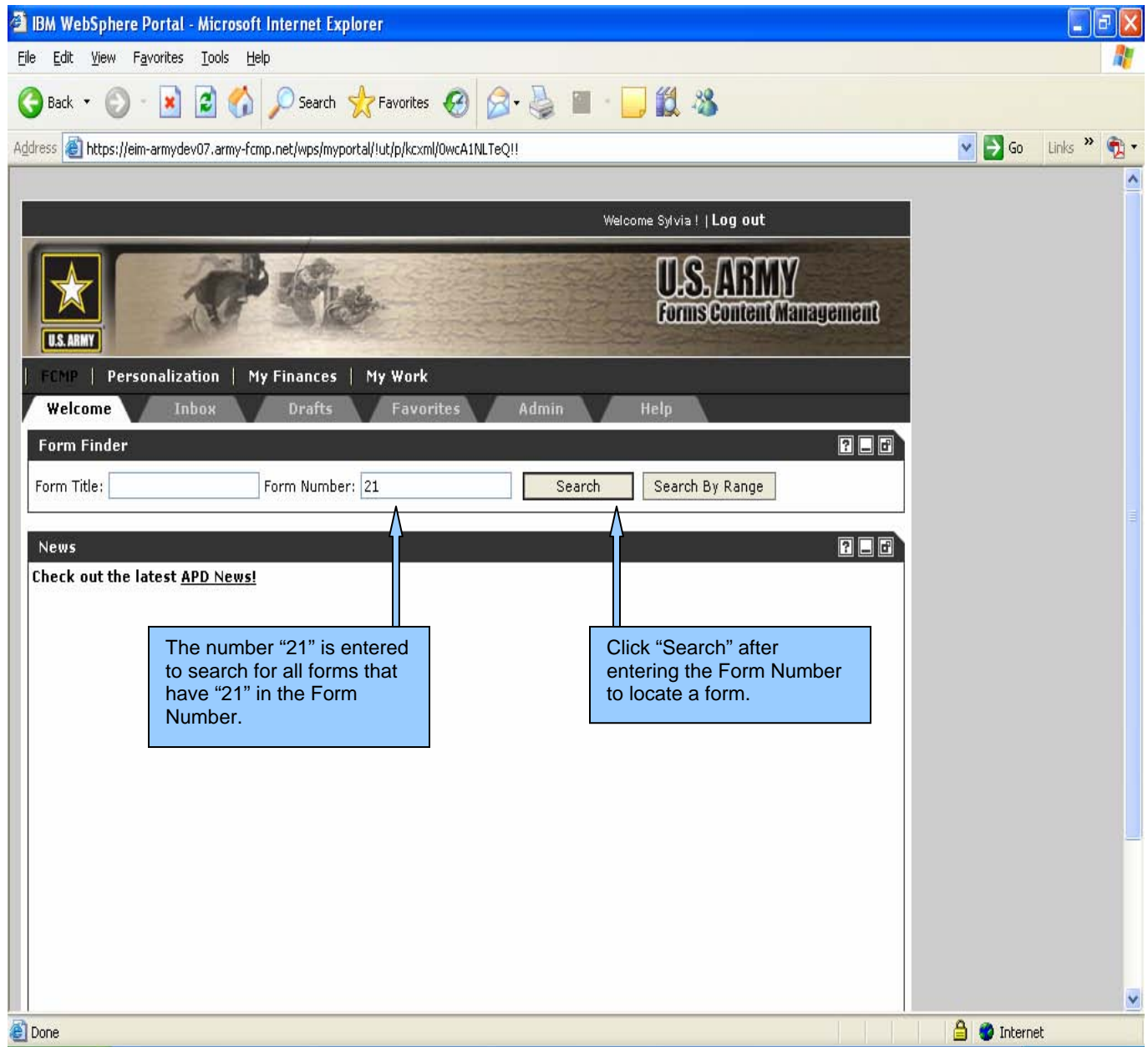
Form Finder – Search by Form Number

The number "21" is entered to search for all forms that have "21" in the Form Number.

Click "Search" after entering the Form Number to locate a form.

Figure 6 Search by Form Number

Form Search Results

Form Title	Form Number
🗋 SPECIAL PROVISIONS C	DA 2103
🗋 SPECIAL PROVISIONS E	DA 2105
🗋 NCOER EVALUATION SUPPORT FORM	DA 2166-8-1
🗋 NCOER EVALUATION REPORT	DA 2166-8

Form Finder displays a list of forms that meet the search criteria. The number "21" was entered and the search engine displays any form that has the number "21" in the Form Number.

Figure 7 Search Result for Search by Form Number

This is the result of selecting 2166-8 from the search results shown on the previous page.

The form is displayed from the repository when the user clicks the Form Title in the search results.

Administrative Note:
This version of the NCOER (DA Form 2166-8) is shown for demonstration purposes only. It is due to be updated with a new version shortly – with OER and AER forms.

Figure 8 Form Displayed, DA Form 2166-8

The NCO Evaluation Report Form, DA 21-66-8 was selected from the search results. A user can search for and display any form located in the Forms Content Manager repository.

Form Finder – Search by Range

This page is shown when the user clicks "Search by Form Range" on the Form Finder page. Searching by Form Range allows the user to search by form types (DA, DD, SF, etc.) in a predefined range.

https://208.3.193.204/wps/PA_1_0_V9/SessionCheckServlet?action=vie

Form Range Result

Please select the type of form you would like to search for? DD Form ▼

DD E – Forms By Range
DD 0000 - 1000
DD 1001 - 2000
DD 2001 - 3000
DD 3001 - 4000
DD 4001 - 5000
DD 5001 - 6000

The user clicks here to search form range 1001-2000.

Draft FCMP User Guide3.... | IBM WebSphere Portal - ... | Draft FCMP User Guide D...

Figure 9 Search by Form Range

This is the result of searching by Form Range 2001-3000.

Figure 10 Search Results for Search by Form Range

Figure 11 Form Displayed, DD Form 1138-1

FCMP Help

This dialogue box is shown after the user clicks the Help button. The Help button is represented by a question mark ("?").

Click the question mark ("?") to access "Help." The Help is page specific, only Help for items located in that page are shown. The help is shown in a separate dialogue box on the same page.

FCMP Portal Help (Search)

(Search) Help Topics

Form Name
Form Number
Search Range

(Search) Help Descriptions

Click one of the links above to access Help on that topic.

Figure 12 FCMP Help

Form Name

Type in this field the title of the form you are searching. (You may search by just typing a single number or letter. It will return all the results that include the value you type.)

Back To Help Topics

Form Number

Type in this field the number or type(ex. DA or DD) of the form you are searching. (You may search by just typing a single number or letter. It will return all the results that include the value you type.)

Back To Help Topics

Search Range

Click on Search Range and select which type(ex. DA or DD) of form

This is the result of clicking "Form Name." The user can scroll up or down to view the contents of the Help page.

Figure 13 FCMP Help Result

Army Publishing Directorate's News

Figure 14 APD's News

The Army Publishing Directorate news is displayed after selecting the APD News link.

Army Publication News Headlines - Microsoft Internet Explorer

File   Edit   View   Favorites   Tools   Help

Back | ✕   ↻   🏠 | 🔍 Search   ⭐ Favorites   ✉ | ✉ ▾   🖨   ✎   📄

Address   https://akocomm.us.army.mil/usapa/news/news_head_1.html   ➔ Go   Link

- Update on Army Forms Content Management Program (FCMP)

- Chief of Staff, Army Announces Establishment of the Combat Action Badge and Changes to the Combat Infantryman Badge and Combat Medical Badge

- New Forms Software for The Army

- Revised Army Travel Policy Published.

- New Army Publishing System.

- APD launches Publishing Community page on Army Knowledge On-line (AKO) Website.

- Self-contained DOS version of PAM 25-30 (Consolidated Index of Army Publications and Blank Forms) Now Available

- Attention Army Units Deploying to or Stationed in the European Theater of Operations.

- end

🔒 🌐 Internet

Figure 15 APD's News is Displayed

Inbox Tab

Click this tab to access the user's Inbox. The Inbox shows all forms, folders, and folder content that have been routed to the user.

The Tracking page appears on the bottom of the Inbox page and allows the user to view the changes that are made to the forms and folders located in the Inbox.

Figure 16 Inbox Tab

Inbox Page - Overview

This screen appears after the user clicks the Inbox tab.

There are seven forms and zero folders located in the Inbox.

The user can sort by Form Name, Form Type, Create Date, Action Date or Suspense Date by selecting the title.

Form Type is the form number.

Action Date is the date the form was opened.

Form Name is the name of the form.

Suspense Date is the date the form creator or originator assigned to the form.

Create Date is the date the form was created.

Admin Note: This showed be "Suspense" and not "Suspend" and will be corrected as soon as possible.

Click this arrow to display form(s) and/or folder(s) names. After clicking the arrow the user can view the list of forms located in the Inbox.

Note: Tree View…..The arrow points down after it is clicked and displays all forms.

Figure 17 Inbox Page Overview

IBM WebSphere Portal - Microsoft Internet Explorer

File   Edit   View   Favorites   Tools   Help

Back | Search | Favorites

Address https://eim-armydev07.army-fcmp.net/wps/myportal/!ut/p/kcxml/04_Sj9SPykssy0xPLMnMz0vM0Y_QjzKLN4i3dAXJgFku-pGoIsam6CKOcAFvfV-P_NxU_QD9gtzQ0Ih Go   Links

Welcome jabari ! | **Log out**

U.S. ARMY
Forms Content Management

After clicking the arrow the user can view the list of forms and folders located in the Inbox.

Note: Tree View displays additional items. The arrow points down after it is clicked.

The Action List is a list of actions the user can perform on a selected form or folder. The actions operate the same on all pages, i.e. Drafts, Favorites and Admin pages.

Work

Favorites | Admin | Help

Form Finder

Form Title:

Click the Form Name to open the form. The form name appears in bold print until the form is opened.

Inbox

Inbox -- 7 Form(s), 0 Folder(s)   Close All

▼ Forms Box [7 Form(s)]   --Select--   Actions List

Form Name	Form Type	Create Date	Action Date	Suspend Date

Add To Folder

☐ STATUS OF DA FORM 1315 | DA 1315-1 | Sep 09:

Placing the cursor over the Form Name allows the user to view Form Names that are more than two lines long.

Extract

☐ NCOER SUPPORT | DA 2166-8-1 | Jul 28, 17:11

History

☐ Routing Date SERV ICE SCHOOL ACAD | DA 1059 | Sep 23 10:58: | 2005

Comment

☐ Routing Test of_RECOMME | Copy of_EIM RECOMMENDATION TO DECLARE ARMY EMERGENCY RELIEF LOAN UNCOLLECTIBLE | Sep 23, 2005 11:27:06 | Sep 23, 2005 11:28:13 | Sep 23, 2005 11:30:00

Route

Delete

☐ Copy of_ARM TOR'S FLIGHT | 08-12 | Sep 21, 2005 09:11:36 | Sep 27, 2005 10:26:09 | No suspense date set

The actions on the Actions List can be performed on a selected form or folder when the action appears in bold print.

Rename

☐ Copy of_REQ OR WITHDRA | Sep 21, 2005 | Sep 27, 2005 | No suspense

Copy

☑ COPY of EIM RECO MENDATION TO D | Complete

Select the form or folder by clicking the box. A check mark will appear in the box when the form or folder is selected. Selecting the form or folder allows the user to perform a specific action on the selected form or folder. The actions are listed in the Action List located along the right margin of the page.

https://eim-armydev07.army-fcmp.n | Internet

start | CBT | 11:17 AM

Figure 18.1 Inbox Page Overview Continued

Inbox - Add to Folder Function

Figure 18 Add to Folder Function

This screen appears when the user clicks 'Add to Folder" button on the Inbox page.

Folders List - Microsoft Inte

Folders for sylvia.cohen

Folder Name

- ☐ ⊞📁 Jabari Folder 09232005
- ☐ ⊞📁 JG Folder
- ☑ ⊞📁 SCohen Folder

The user selects a folder by clicking inside the box that appears in front of the folder name.

Note: The user has elected to add the form to the "SCohen Folder."

Admin Note: currently a user cannot create sub-folders to folders. However, this is a feature that has been suggested. I do not know if it is technically possible or how immediate a need it is.

[Add To Folder]

Click the "Add to Folder" button after selecting a folder.

ser Guide | Draft FCMP Use... | FCMP - Microsof... | IBM WebSphere... | FCMP Screensh...

Figure 19 Folder Selected

This screen appears after the form has been added successfully.

Add To Folder Message

Successfully added form NONCOMMISSIONED OFFICER COUNSELING CHECKLIST/RECORD to the folder SCohen Folder.

Continue

Press "Continue" to return to the Inbox.

ser Guide | Draft FCMP Use... | FCMP - Microsof... | IBM WebSphere... | FCMP Screensh...
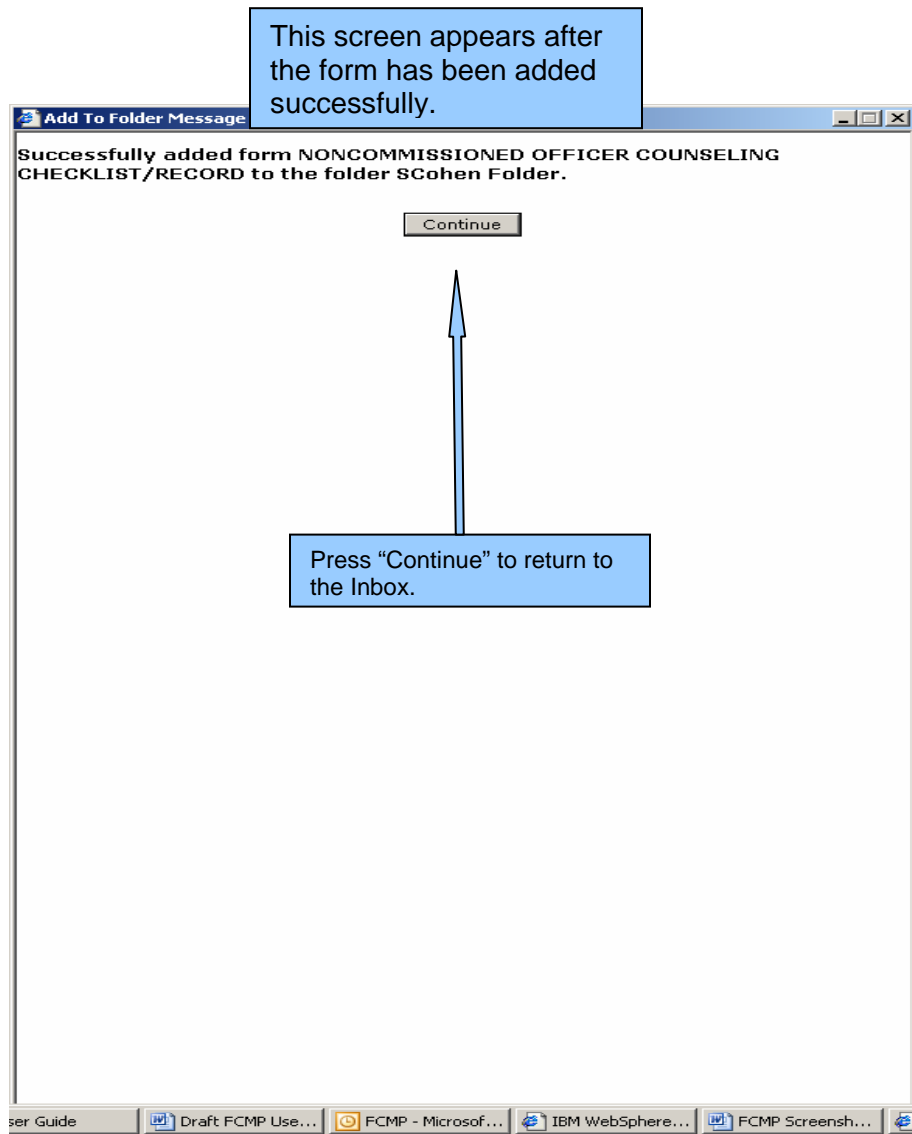
Figure 20 Confirmation of Form Successfully Added to Folder
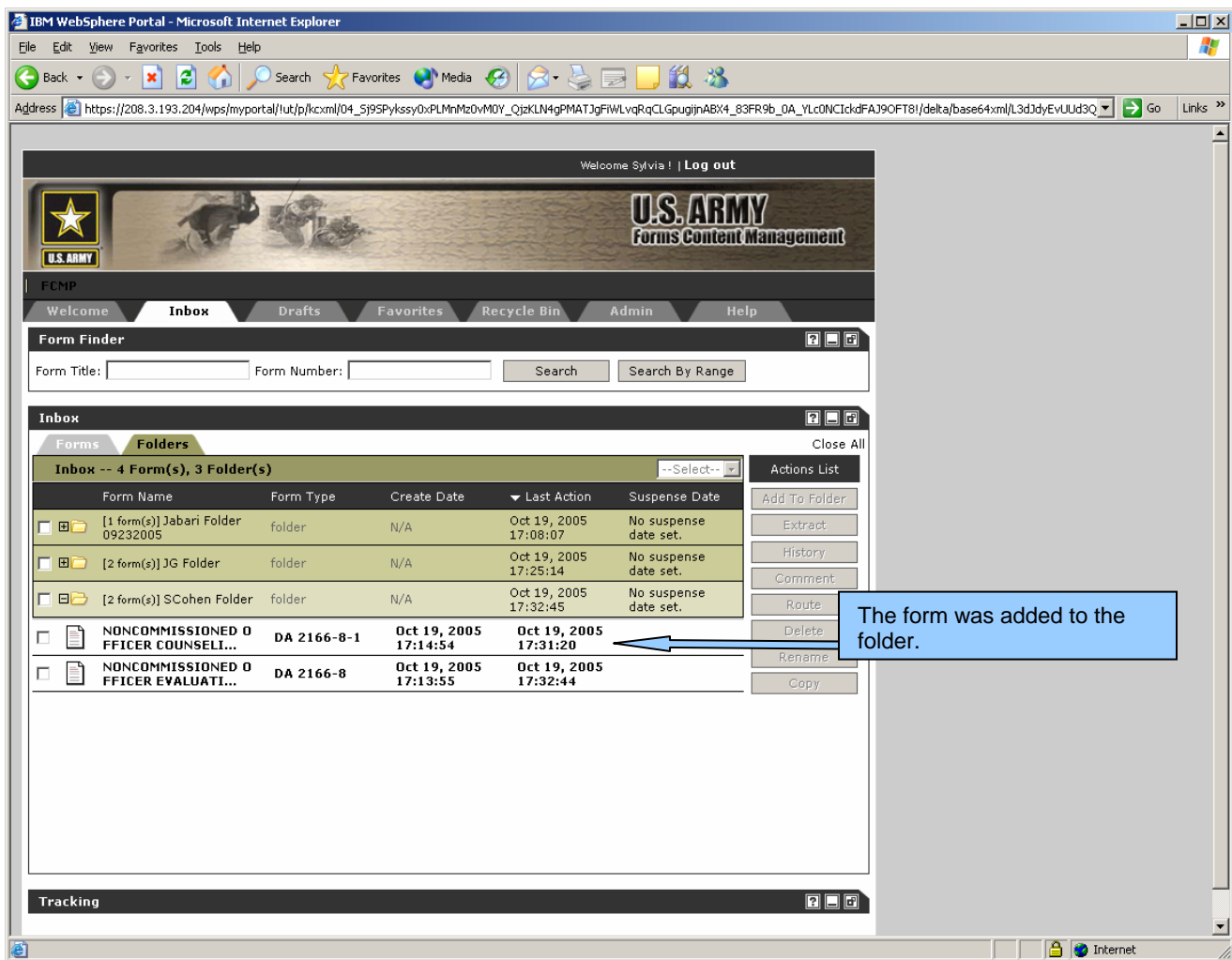
Figure 21 NCO Support Form Added to Folder

Inbox - Extract Function

Figure 22 Extract Function

This screen appears after the form has been extracted from the folder successfully.

https://208.3.193.2 rosoft Inter...

Successfully extracted form 'SERVICE SCHOOL ACADEMIC EVALUATION REPORT' from the folder 'SylCohen Folder'.

Continue

Press "Continue" to return to the Inbox.

Done   Internet

Figure 23 Confirmation of Form Successfully Extracted from Folder

Figure 24 Form Extracted from Folder

Inbox – Form History

This page appears when the user clicks 'History." Selecting "History" on the Inbox page allows the user to view the history of the form or folder.

https://eim-armyde

History for 'Copy of_EIM RECOMMENDATION TO DECLARE ARMY EMERGENCY RELIEF LOAN UNCOLLECTIBLE'

User ID	Action Performed	Action Date
jgarrett	Open	2005-09-27 16:40:48.391
apd.fcmp	Open	2005-09-27 16:41:22.672
jgarrett	originalRouting	2005-09-28 17:28:03.953
jgarrett	dynamicRouting	2005-09-28 17:28:04.484
jgarrett	staticRouting	2005-09-28 17:28:13.266
aburrell	originalRouting	2005-09-29 11:15:21.922

Continue

Click "Continue" to return to the previous page.

The History shows what user had the form or folder; the action taken on the form or folder; and when an action was taken on a form or folder.

Admin Note on Types of Actions:

- Original Routing – user sent actual document to next user.

- Dynamic Routing - user sent copy of document inside FCMP to a second individual. The document was entered into that individual's tracking section but that individual view but not work the form.

- Static Routing - user sent "snapshot in time" copy of document via email to individual outside of AKO. It must be viewed and worked off line but must be uploaded by that individual into FCMP to gain FCMP functionality again.

Done   Internet
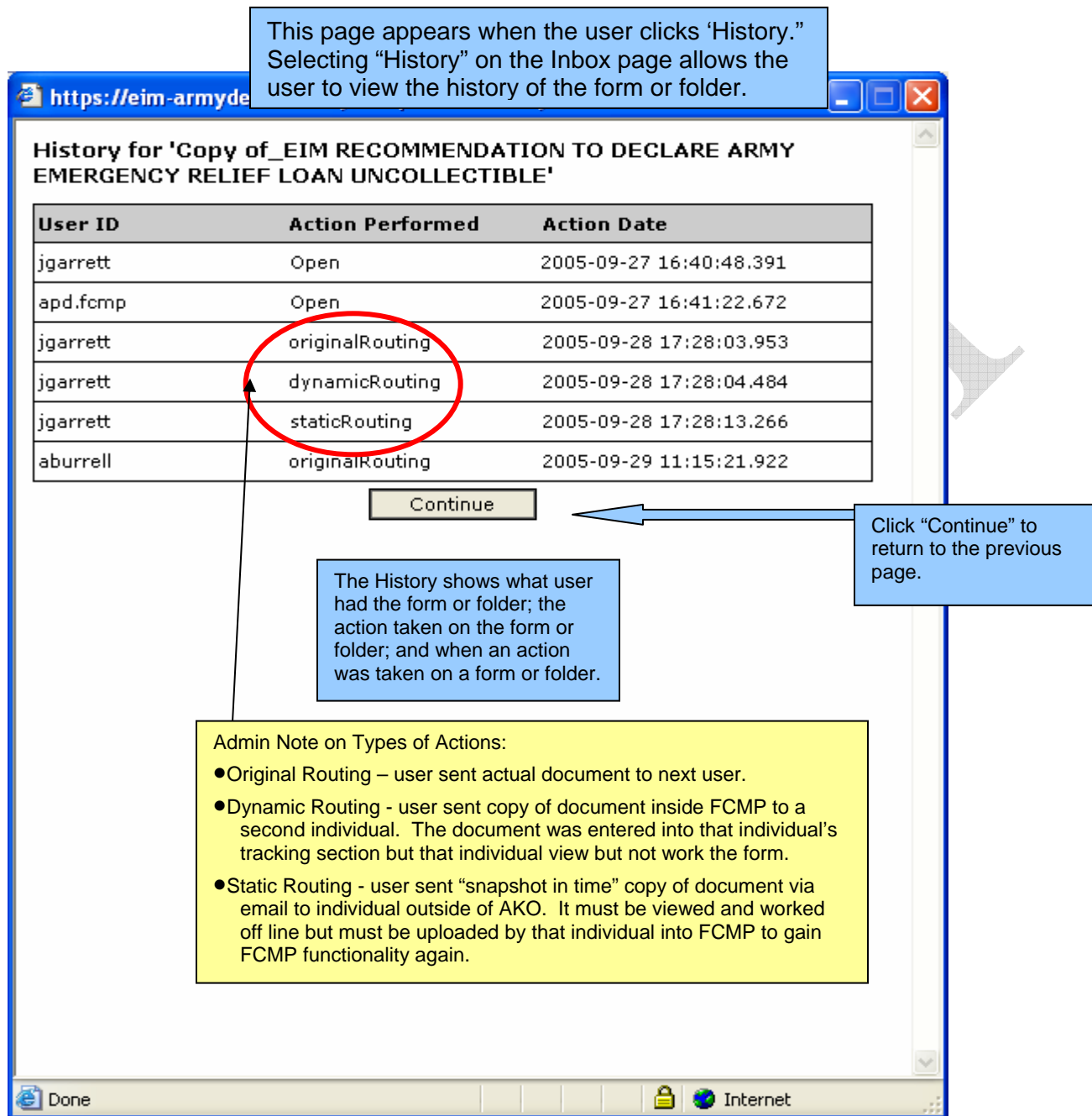
Figure 25 Form History

Inbox - Form Comments

Currently there are no comments for this form or folder.

Enter Comments (These are public comments that follow the form)

[text area]

[Save Comment] [Clear Comment]

These comments are public. They can be viewed by anyone who touches this form (either as an original document or in tracking alone).

They should NEVER be used for private or personal information.

This screen appears when the user clicks 'Comments." Selecting "Comments" on the Inbox page allows the user to view the comments for the form or folder.

Figure 26 Form Comments

Inbox – Route Function

This screen appears when the user clicks 'Route." Clicking "Route" on the Inbox page allows the user to view the history of the form or folder.

Original, allows the user to send the original form to an AKO email address.   The user can only send one original to an addressee because a form can only have one owner.   The original is tracked until the process is complete. The creator can reclaim the original until the addressee has opened it. The original remains in the repository.

The Info Copy is a read-only copy that allows the user to view changes as they are made to the form as long as the form remains in the repository. The user views the changes by clicking on the "Tracking" page.

The Email Copy is a read-only copy that is emailed to an AKO address. The email copy is not placed in tracking and the email recipient cannot view changes as they are

The user clicks "Back" to return to the Inbox.

Figure 27 Routing Slip
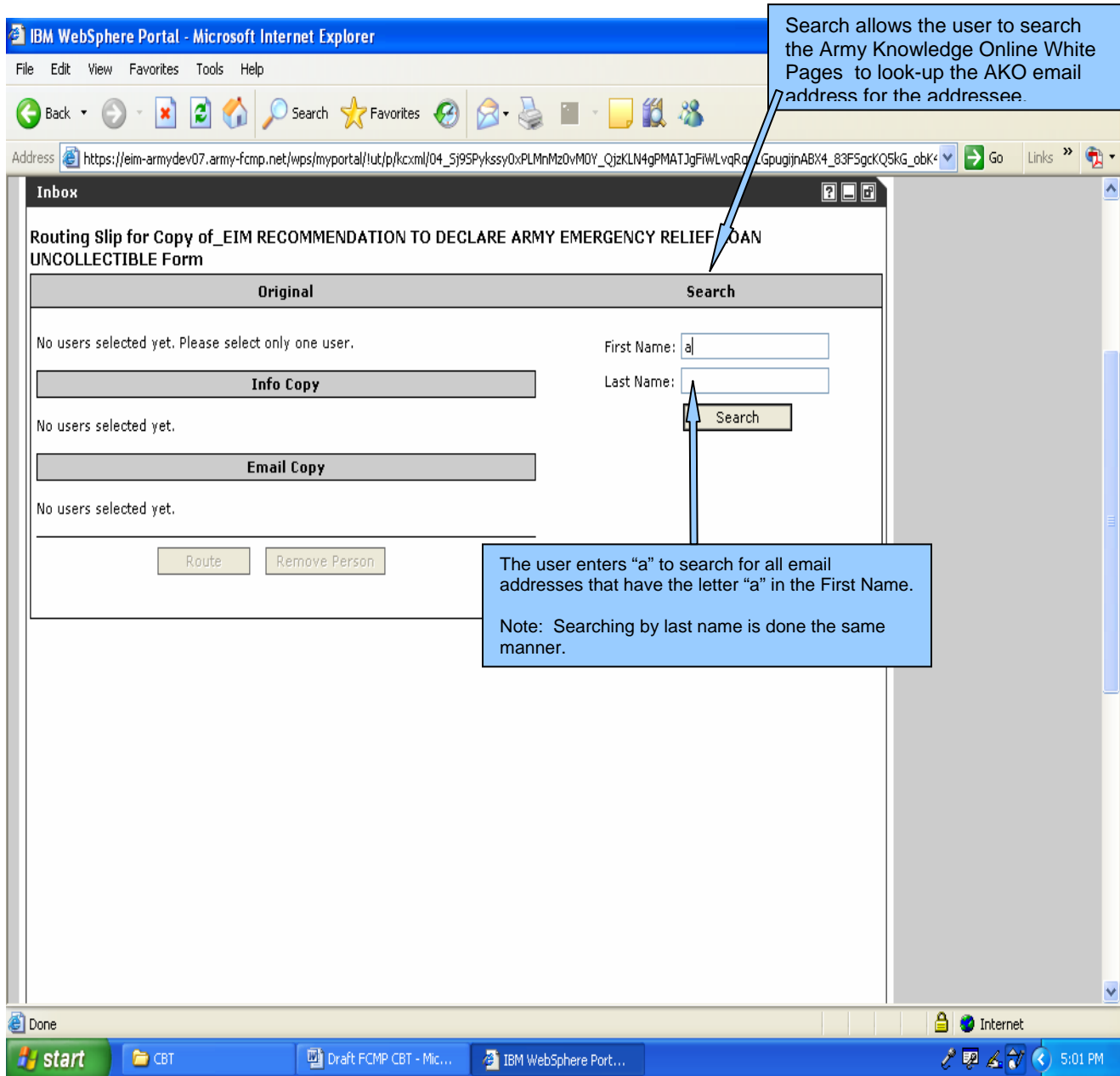
Figure 28 Search by Firstname
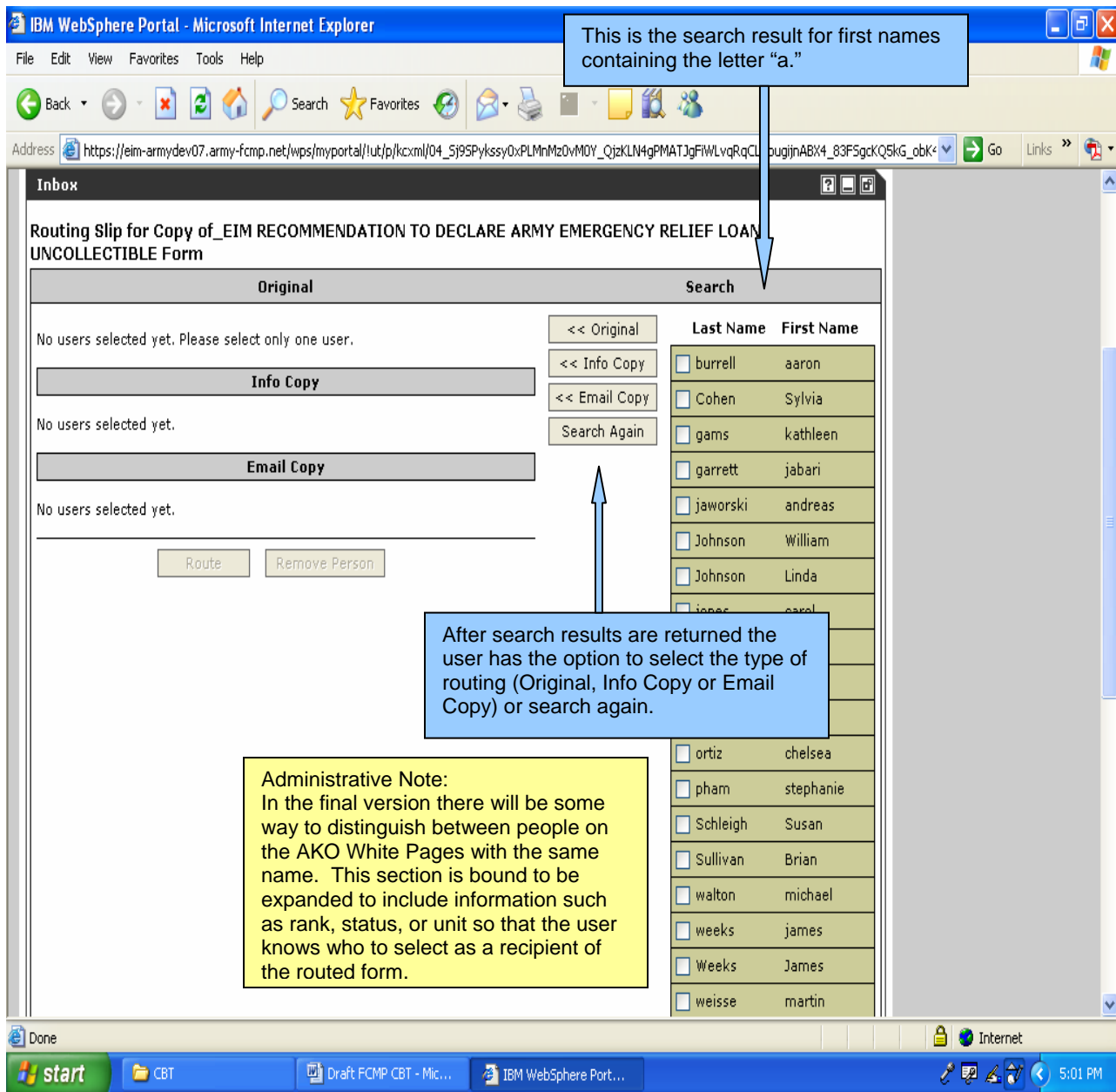
Figure 29 Search Results for Firstname
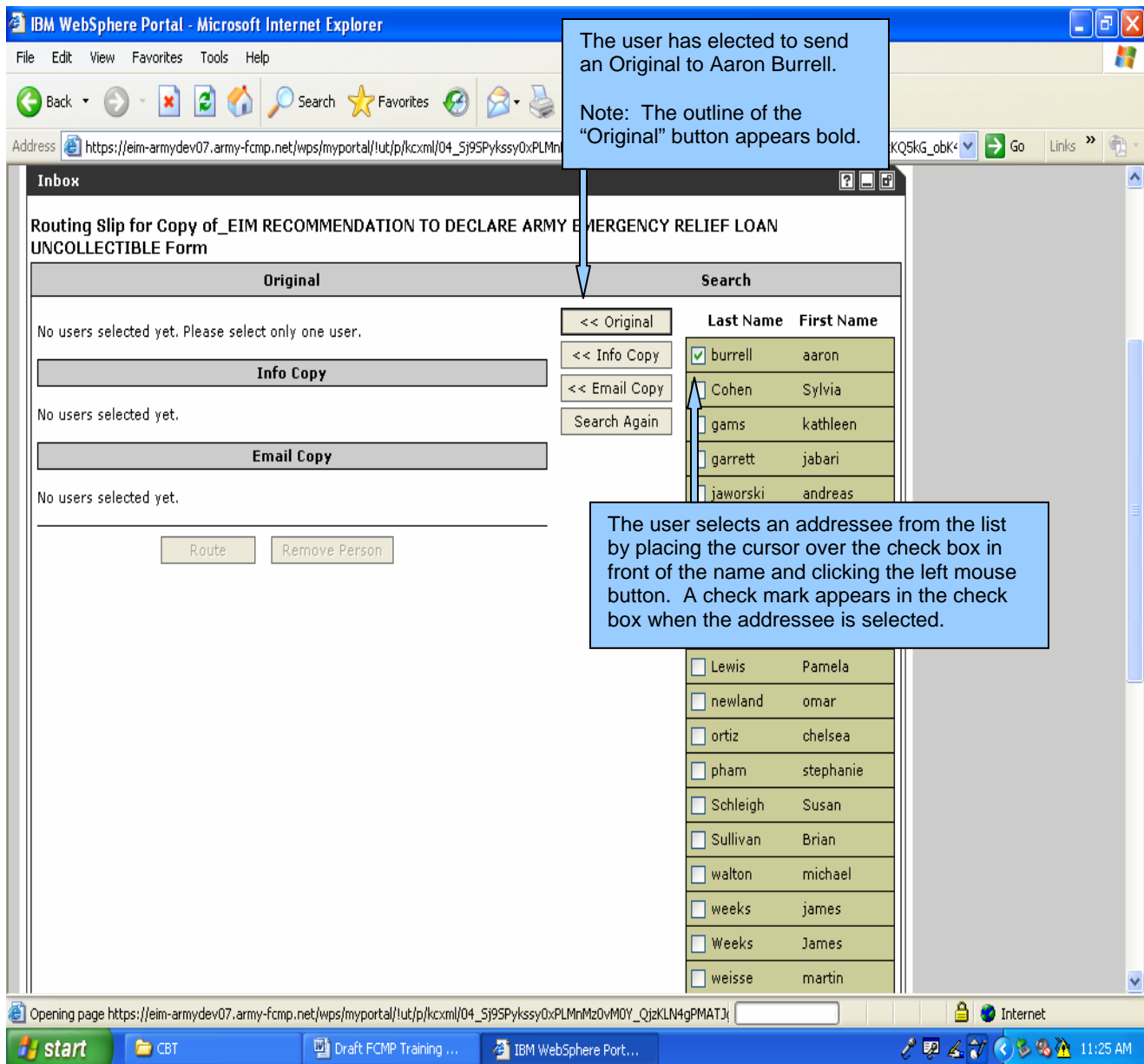
Figure 30 Select Original Addressee
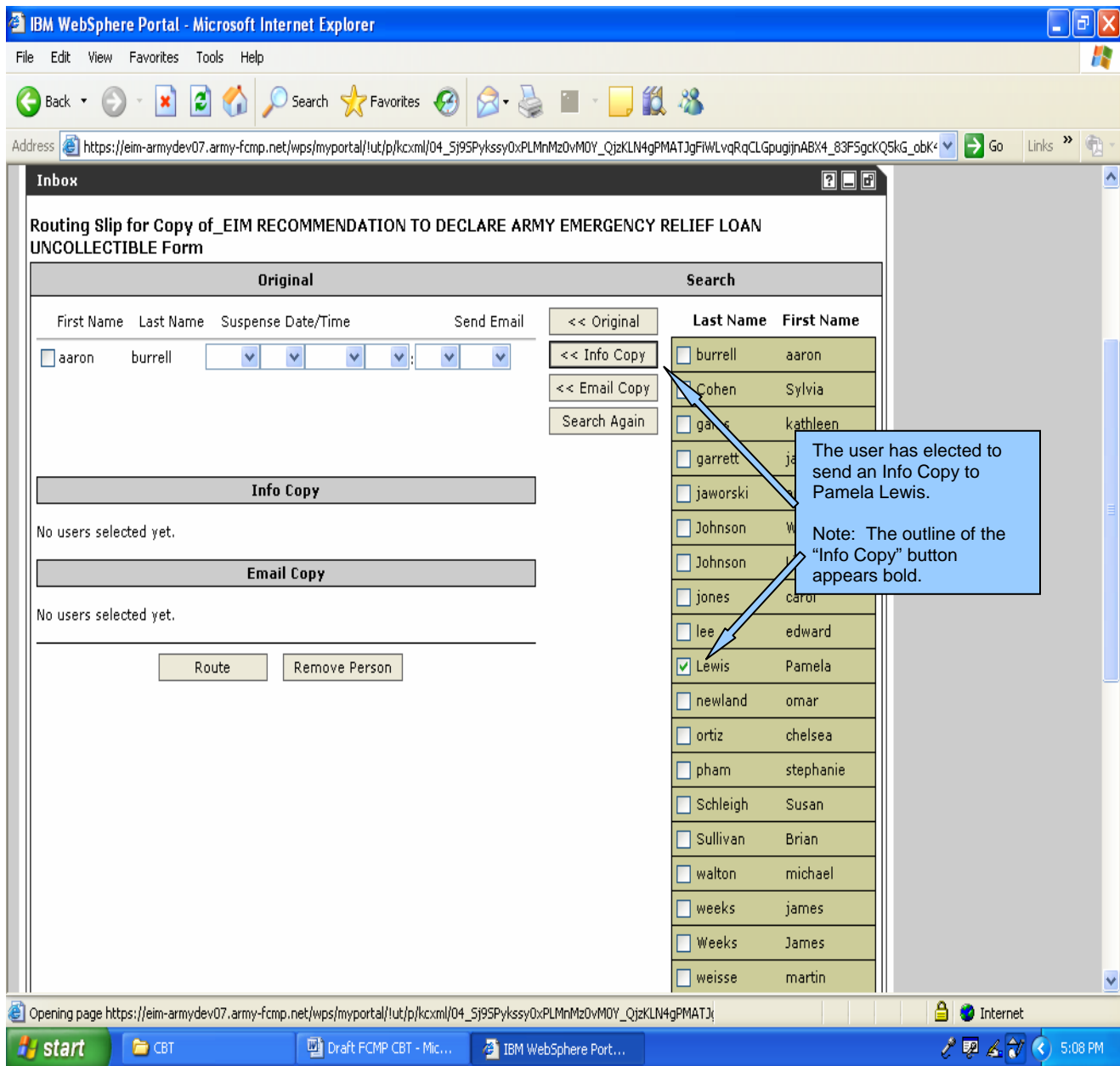
Figure 31 Select Information Copy Addressee
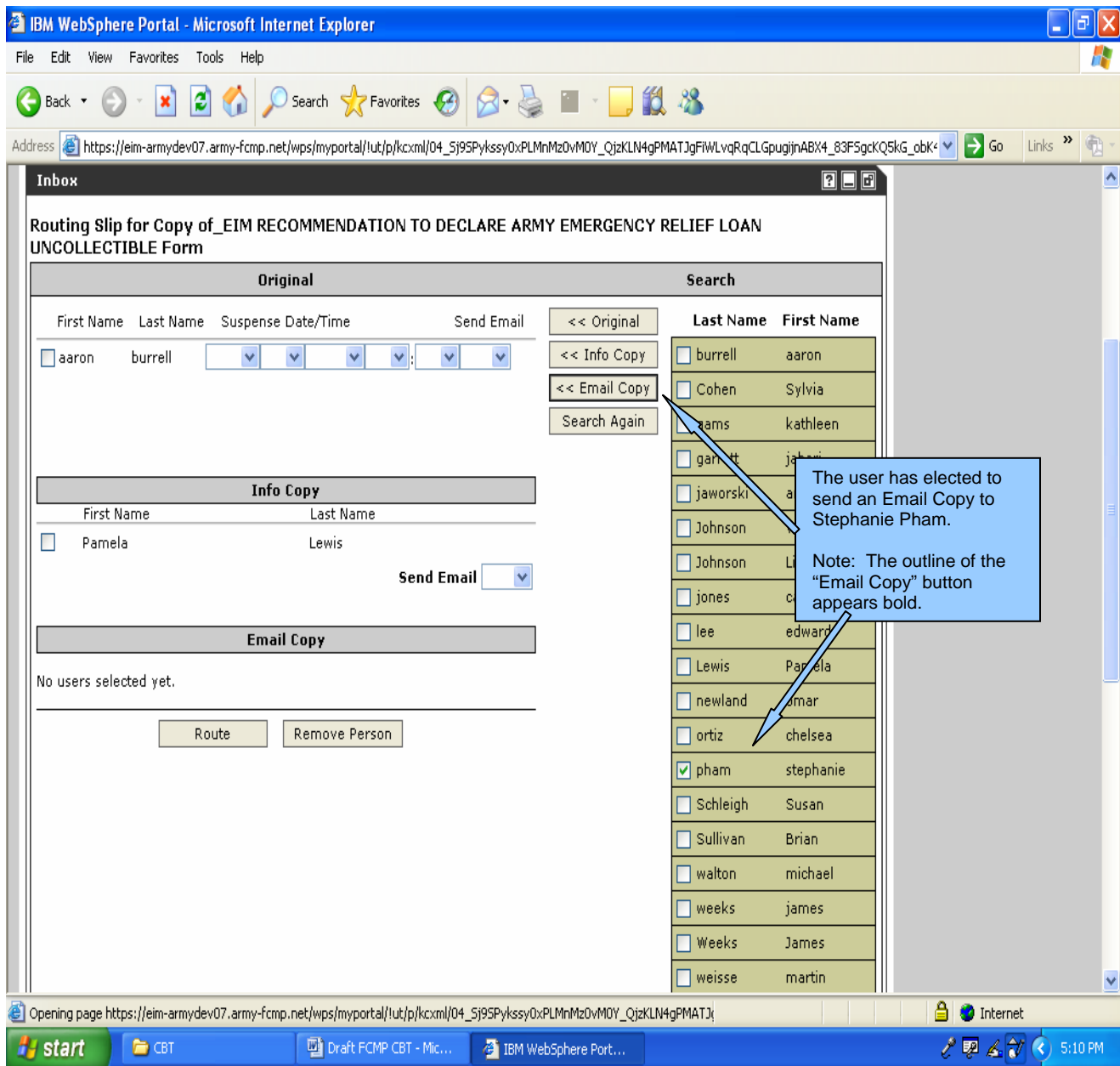
Figure 32 Select Info Email Address
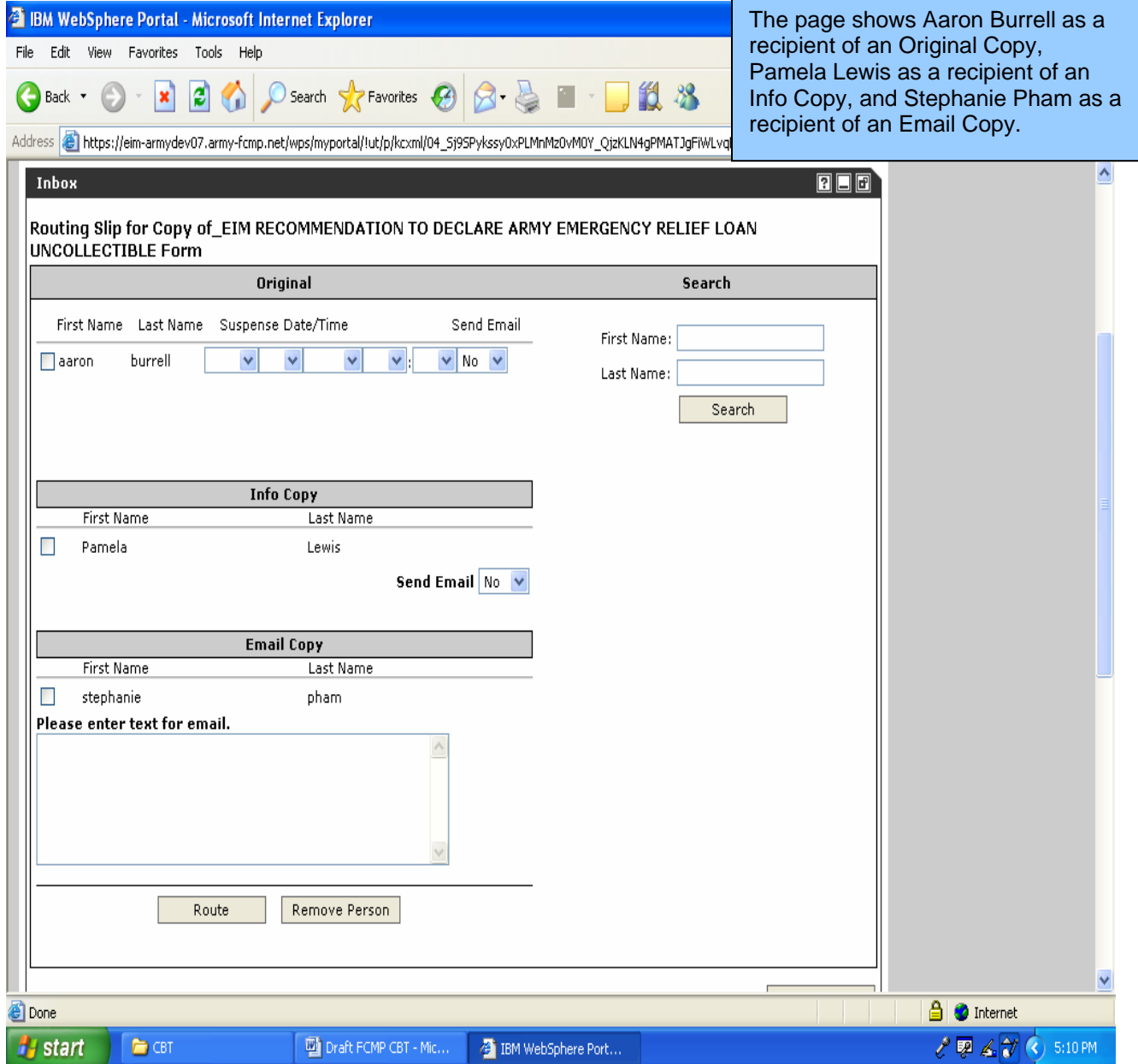
Figure 33 Completed Route Slip
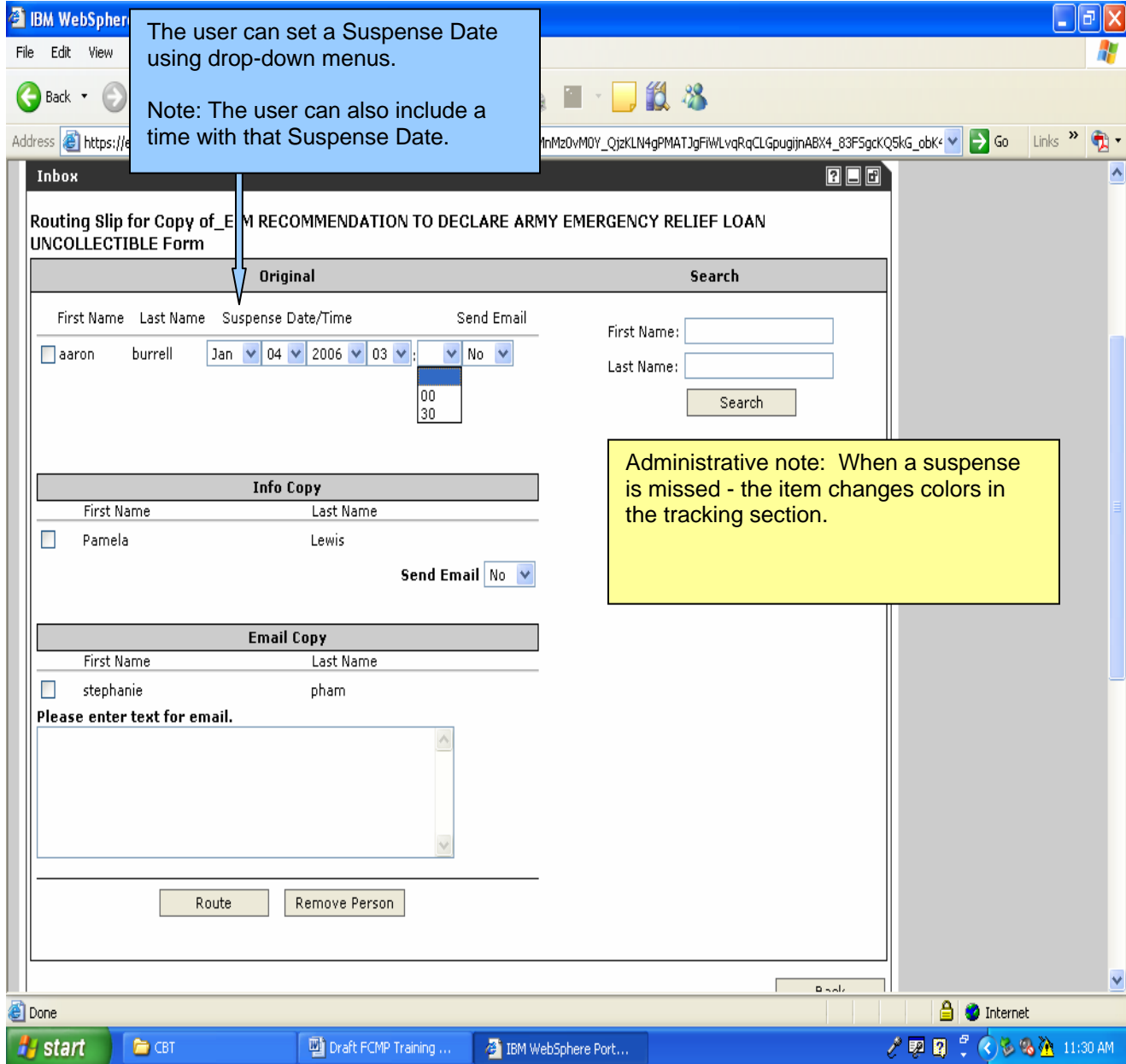
Figure 34 Set a Supsense Date
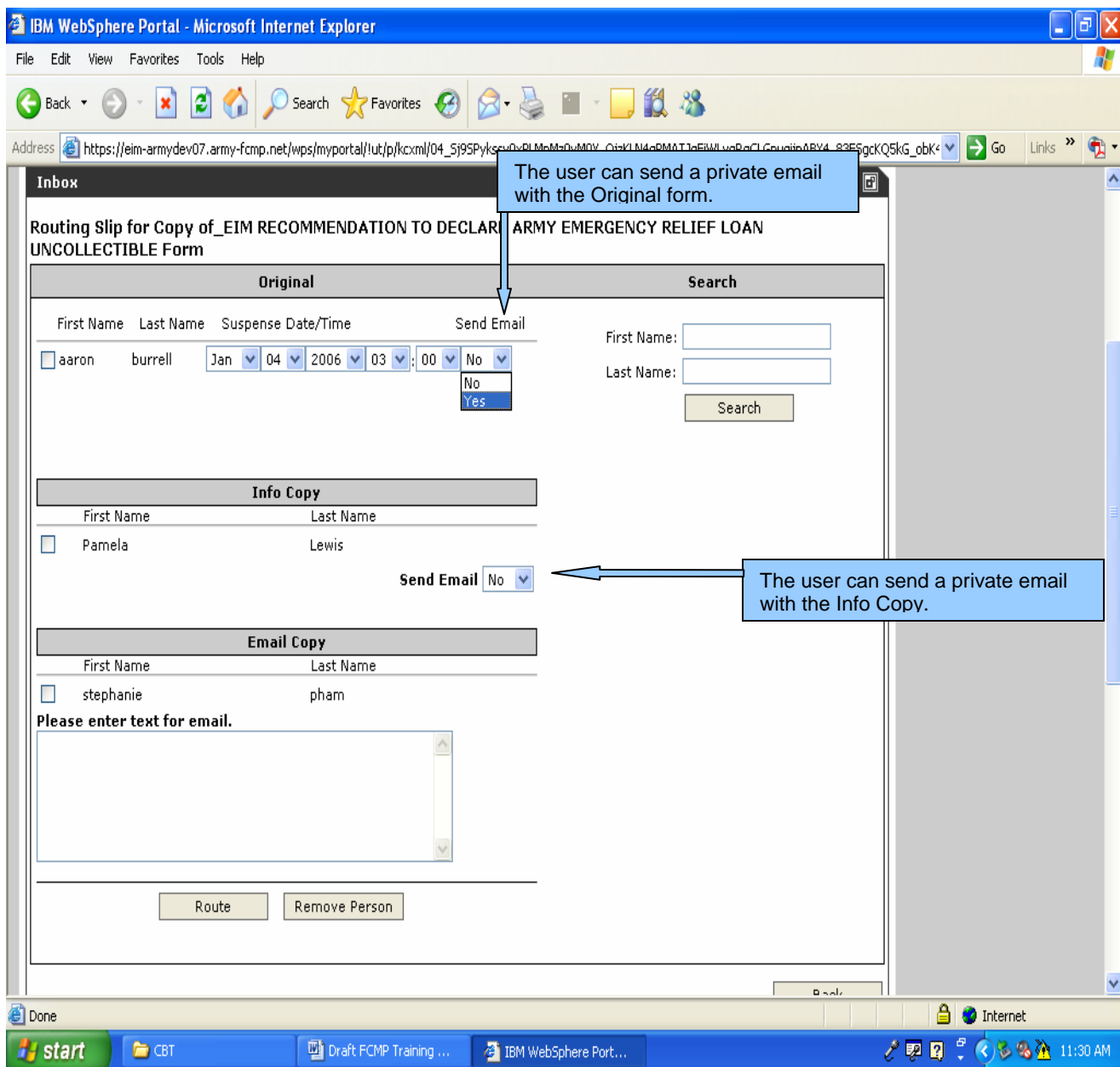
Figure 35 Send Private Email with Form
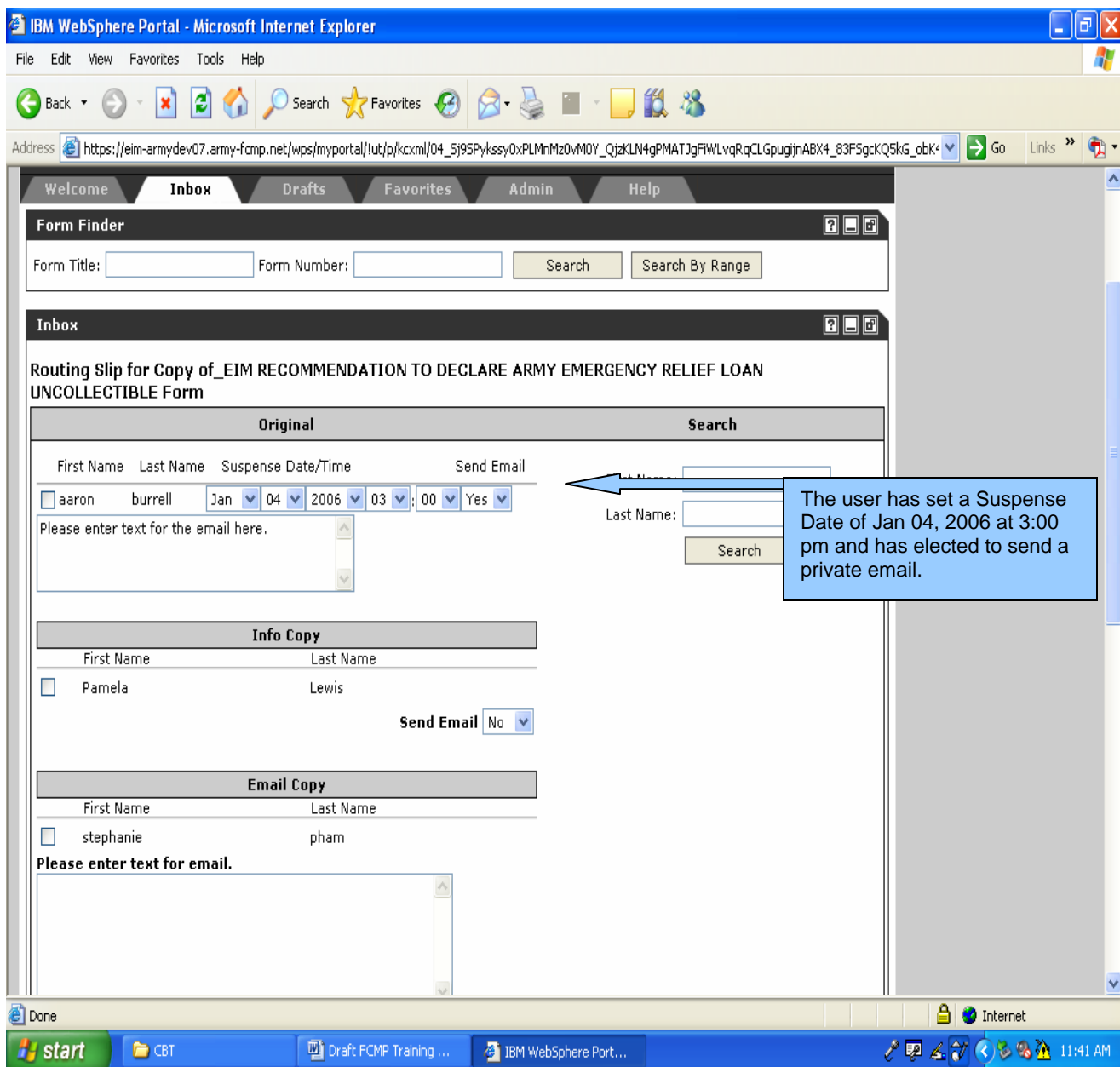
Figure 36 Selected Suspense Date and Email
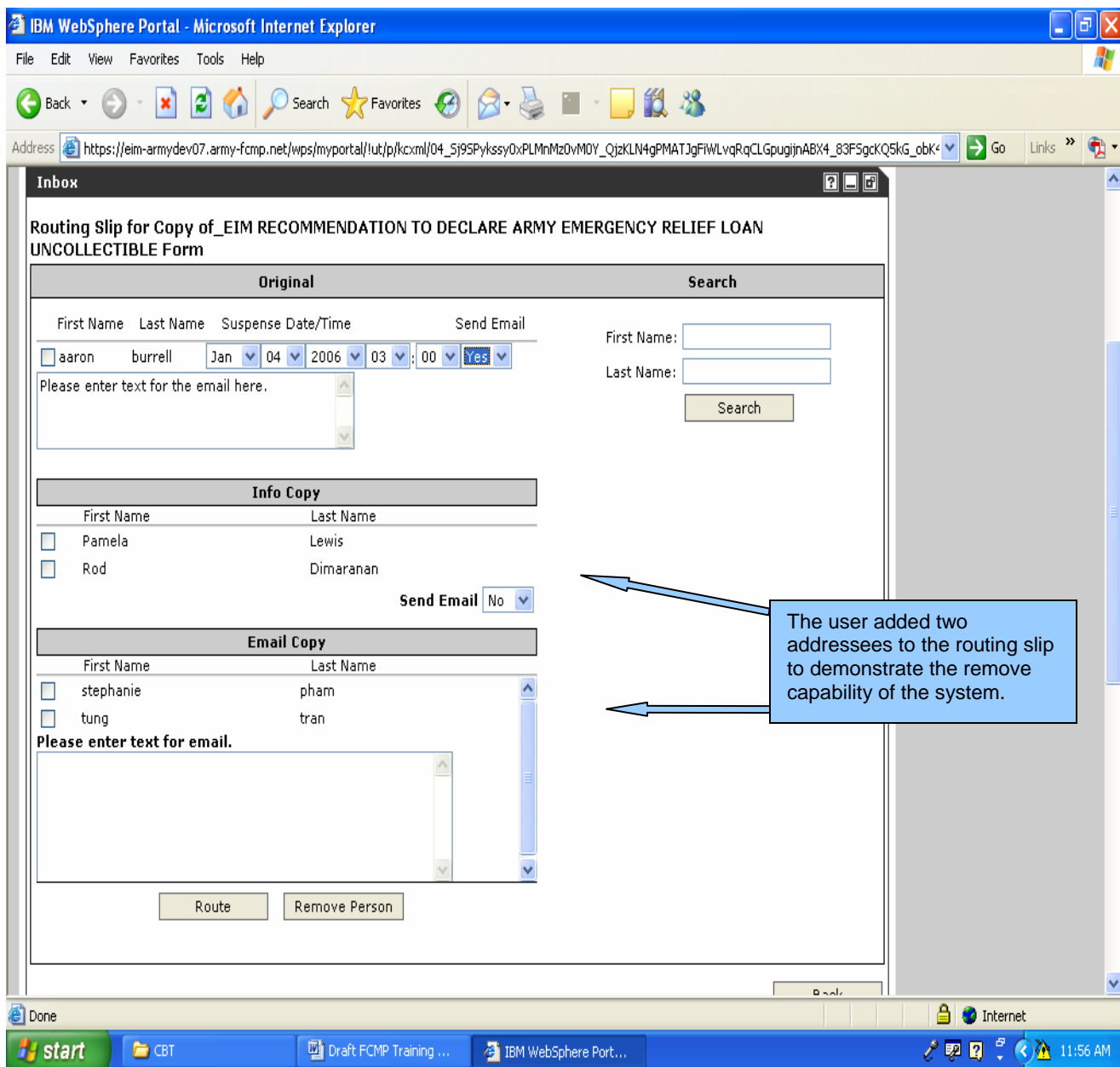
Figure 37 Added Addressees
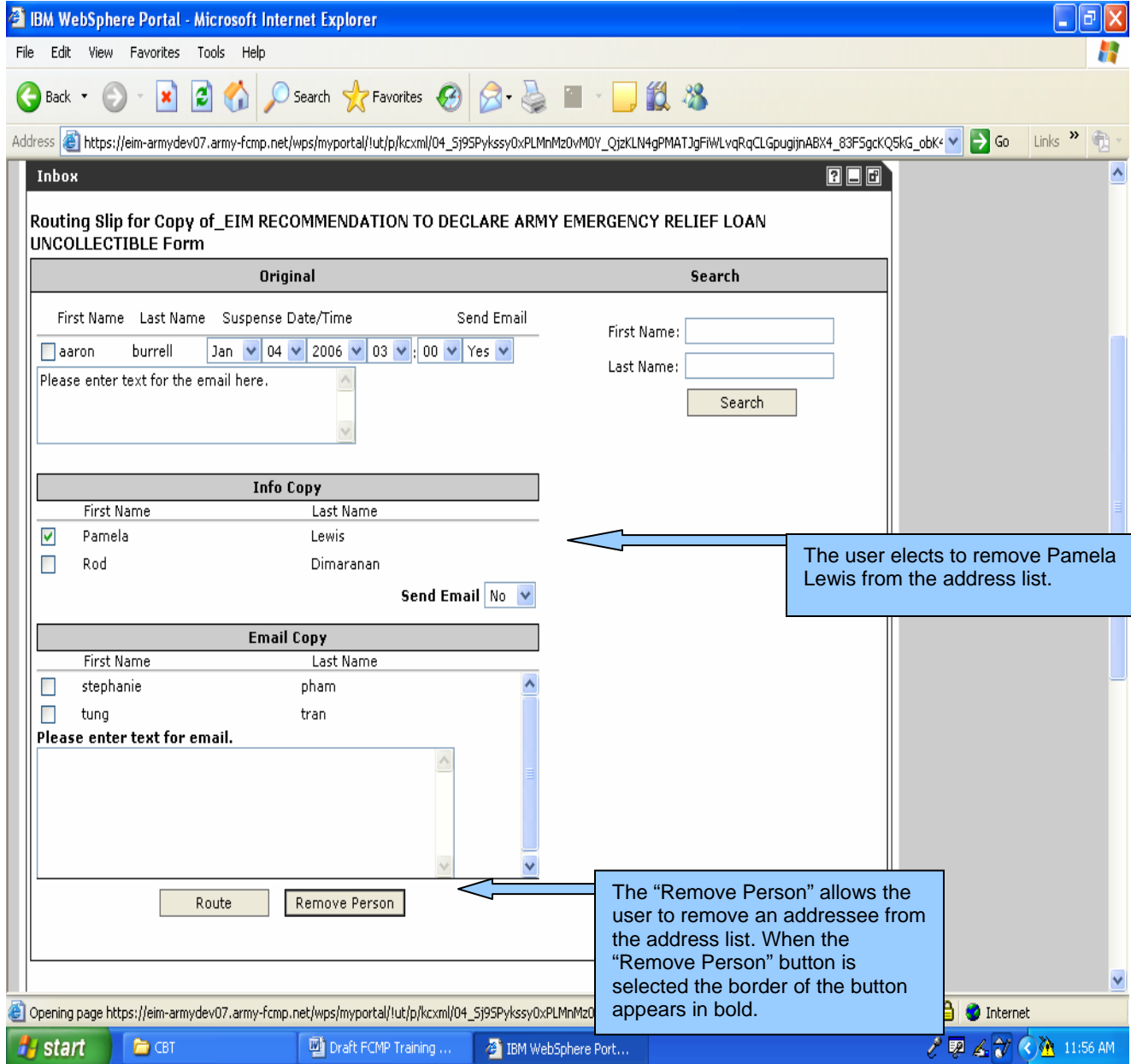
Figure 38 Remove Function
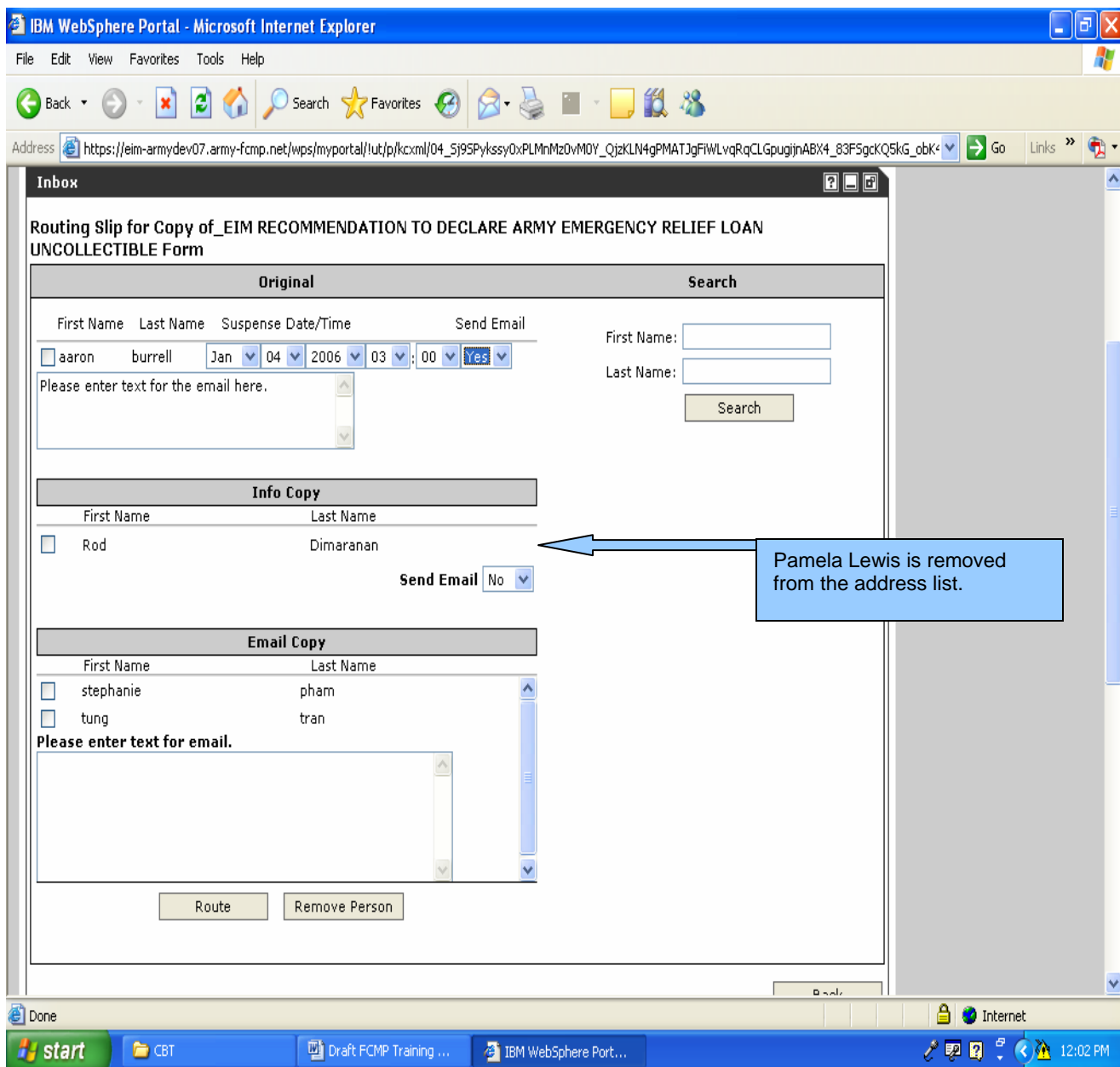
Figure 39 Addressee Removed

Figure 40 Completed Routing Slip

The form was routed successfully; however, the system did not display a routing confirmation. The system displayed a failed routing confirmation.

Insert screen shot representing successful routing for the routing slip above.

Inbox – Delete Function

The user is alerted "Are you sure you want to delete?" The user can click "OK" to continue deleting the form or click "Cancel" to cancel deleting.

Admin Note: I believe only the owner of a form can delete a form permanently. Others can delete the form from their tracking and in-boxes but not from the repository. We will provide a more detailed explanation in subsequent guides.

The user can delete a form from the Inbox by clicking the "Delete" button.

Figure 41 Confirm Deletion

Figure 42 Form Deleted Successfully

Inbox – Rename Function

Figure 43 Rename Function

There is a screen that appears before this one… however we did not capture a screen shot for it in the interest of space.

Also, some forms will automatically be named a specific name upon creation. Example: military evaluations, at creation, will contain the name of the rated individual.

This screen appears when the user elects to rename a form. The user types the new name of the form in this space.

https://eim-armydev0   **Explorer**

Copy of_REQUEST FOR WITHDRAWAL OF MY PERSONAL PROPERTY

[Rename] [Clear]

Press the "Clear" button to change the name of the form back to the old name.

Press "Rename" to rename the form.

Note: The user must type the new form in the space above.

Done   Internet

Figure 44 Rename Form

This screen appears after the form has been renamed successfully.

https://eim-armydev07.arm... ...rosoft Internet...

Renamed form Copy of_REQUEST FOR WITHDRAWAL OF MY PERSONAL PROPERTY
from Copy of_REQUEST FOR WITHDRAWAL OF PERSONAL PROPERTY

Continue

Press "Continue" to return to the Inbox.

Done   Internet

Figure 45 Form Renamed Successfully

Inbox - Copy Function

Figure 46 Copy Function

The user has elected to copy the selected form.

The user can copy a form by clicking the "Copy" button.

Note: The border of the "Copy" button appears bold when it is selected.

This screen appears when the user elects to copy a form. The user can copy the form to "Drafts or Favorites.

Where would you like to place the copy of STATUS OF DA FORM 1315 ?

Drafts

Favorites

Click the "Drafts" button to copy the form to "Drafts" or click the "Favorites button to copy the form to "Favorites."

The user elected to copy the form to "Drafts.

Note: The border of the "Drafts" button appears bold
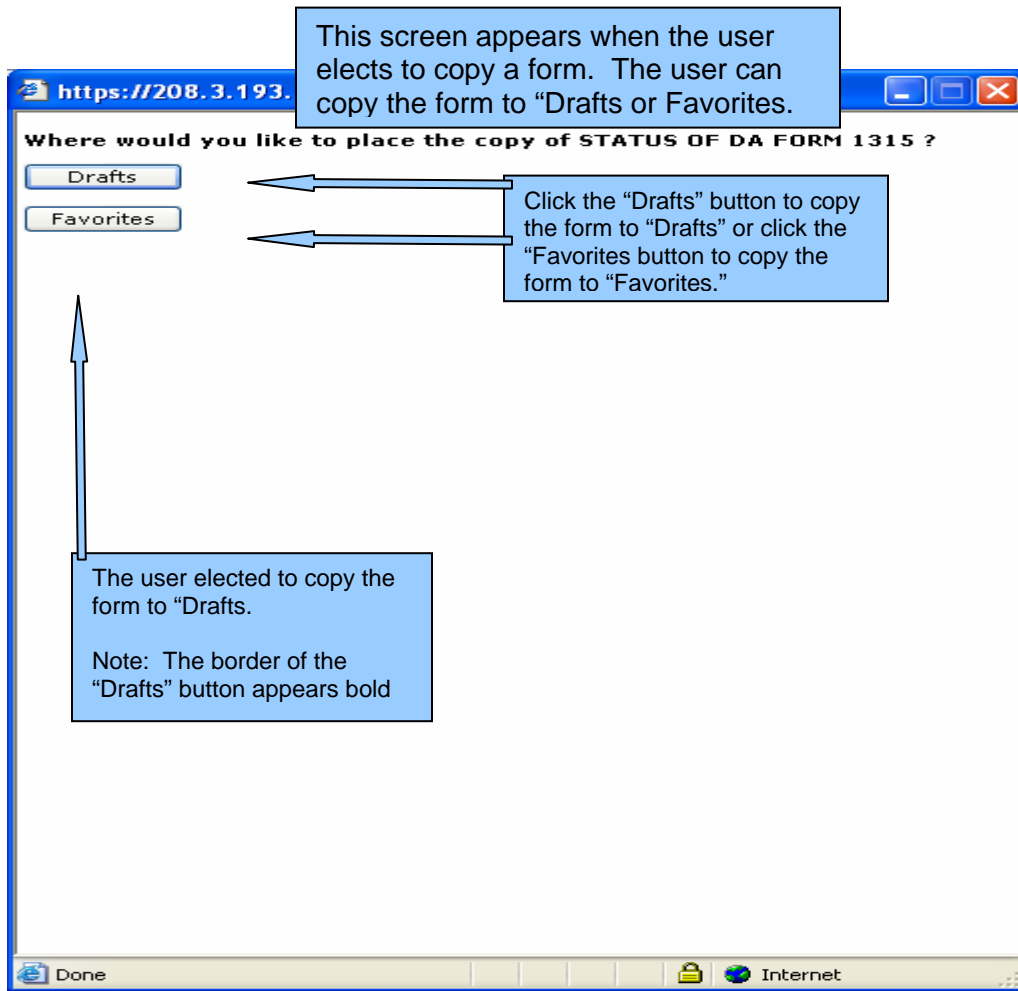
Figure 47 Copy Form

Figure 48 Form Copied Successfully

Inbox- Process Complete Function

After the user clicks "Complete" the user is alerted "Are you sure you want to complete the process?" The user can click "OK" to complete the process or click "Cancel" to cancel completing the process and return to the user's Inbox.

The user can complete the process of certain designated forms by clicking the "Complete" button. Note: The border of the "Complete" button does not appear bold when it is selected.

Figure 49 Process Complete Function

Admin Note: All forms do not have a process complete function. The process complete is operational with a selected group of forms. Example – for military evaluations the "complete" function will send the completed form to the appropriate HQDA location for final processing. USAR OERs and NCOERs will be sent to HRC St Louis, Active Component OERs will be sent to HRC-Alexandria, Active Component NCOERs will be sent to HRC-Indianapolis. ARNG OERs will be sent to NG HQ in Arlington. ARNG NCOERs will be sent (to be deteremined- we are still working the specifics). Certain checks will be made internal to the form before the complete process can take place.
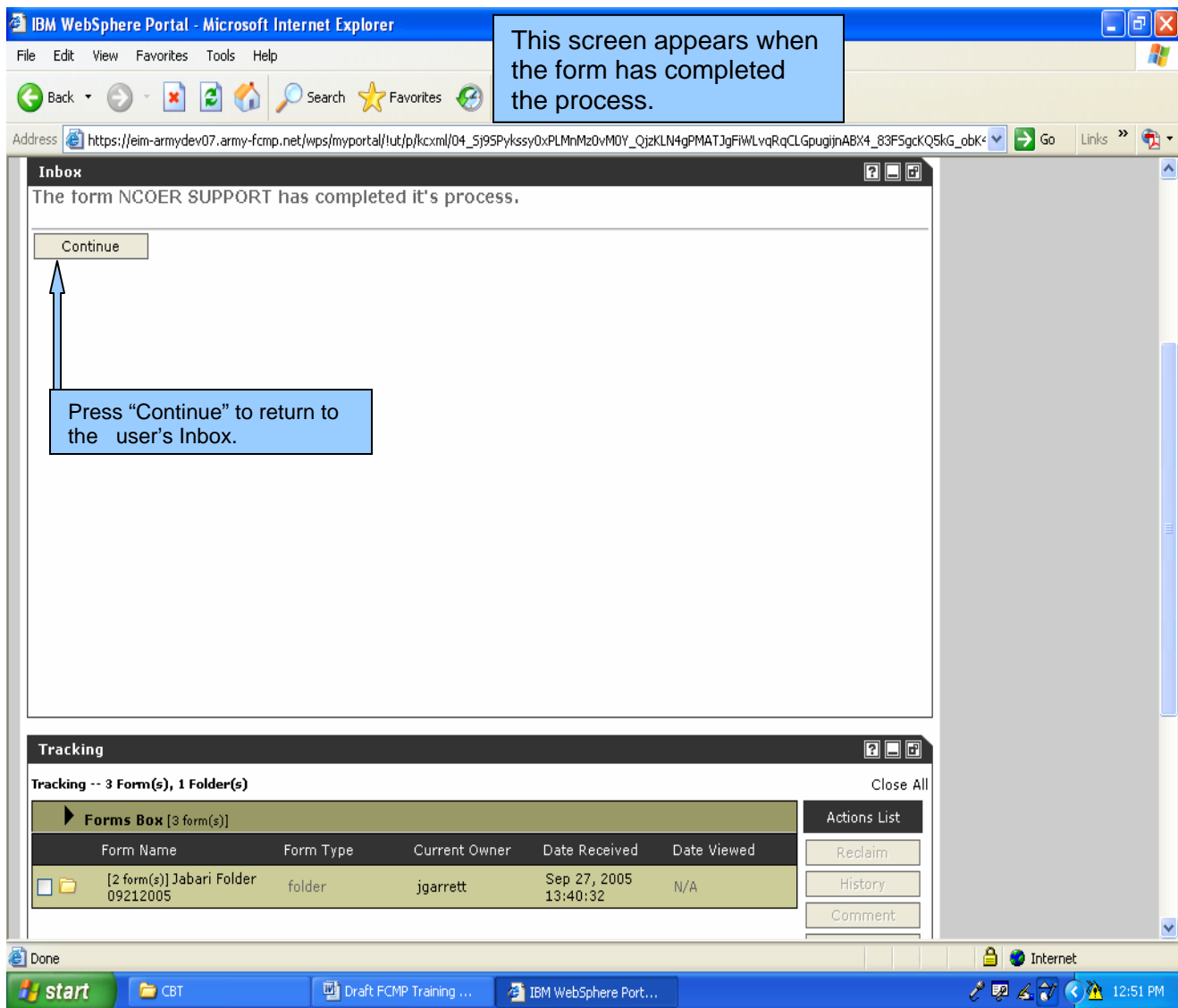
Figure 50 Process Completed Successfully

Inbox - Tracking

The Tracking window located in Drafts is also set up like this window.

The tracking page allows the user to view all changes that are made to the forms and folders they have accessed.

The "Current Owner" of a form or folder is the user that currently has the form or folder.

The "Date Received" is the date the current owner received the form or folder

The Date Viewed is the date the current owner viewed the form or folder.

The Iitem will be bold if the current own has not yet viewed it.

Figure 51 Tracking Window

Inbox – Reclaim Function

Figure 52 Reclaim Form

Capture a screenshot of a successful Reclaim.

(to be completed as Figure 53.1)

Drafts Tab

Drafts Page Overview

Most functions and page layout on the Drafts and Tracking page are the same as the functions and layout on the Inbox page. Those functions and page layout that are different will be explained in the Drafts section of this User's Guide.

Click this tab to access the user's Drafts. The Drafts shows all forms, folders, and folder content that the user created.

Click this button to create a folder in the user's Drafts.

Click this button to upload a form from the desktop, data storage, etc.

Figure 53 Drafts Page Overview
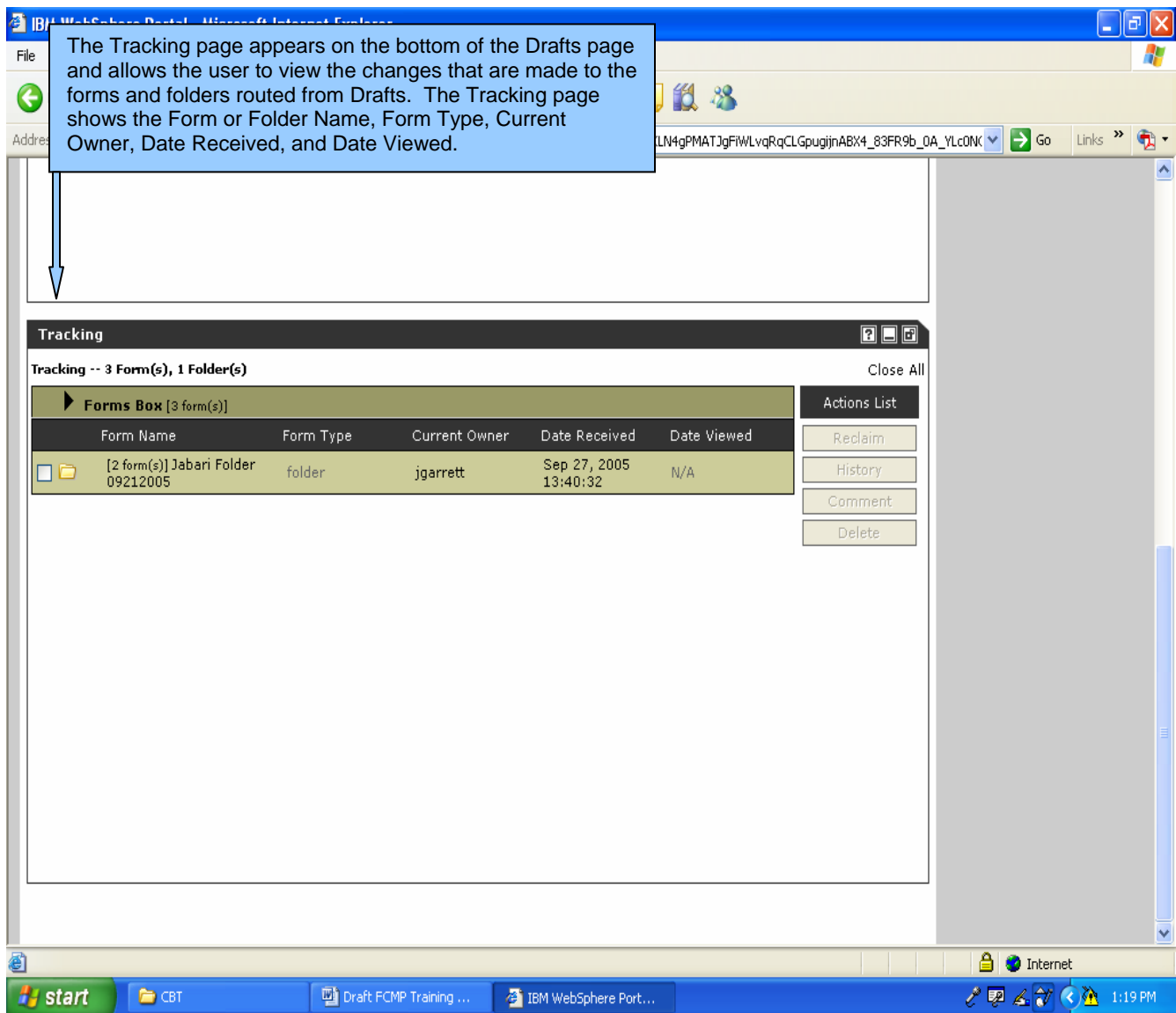
Figure 54 Drafts Page Overview Continued

Drafts Page – Create Folder Function

The user can create a folder by clicking the "Create Folder" button.

Note: The border of the "Create Folder" button appears bold when it is selected.
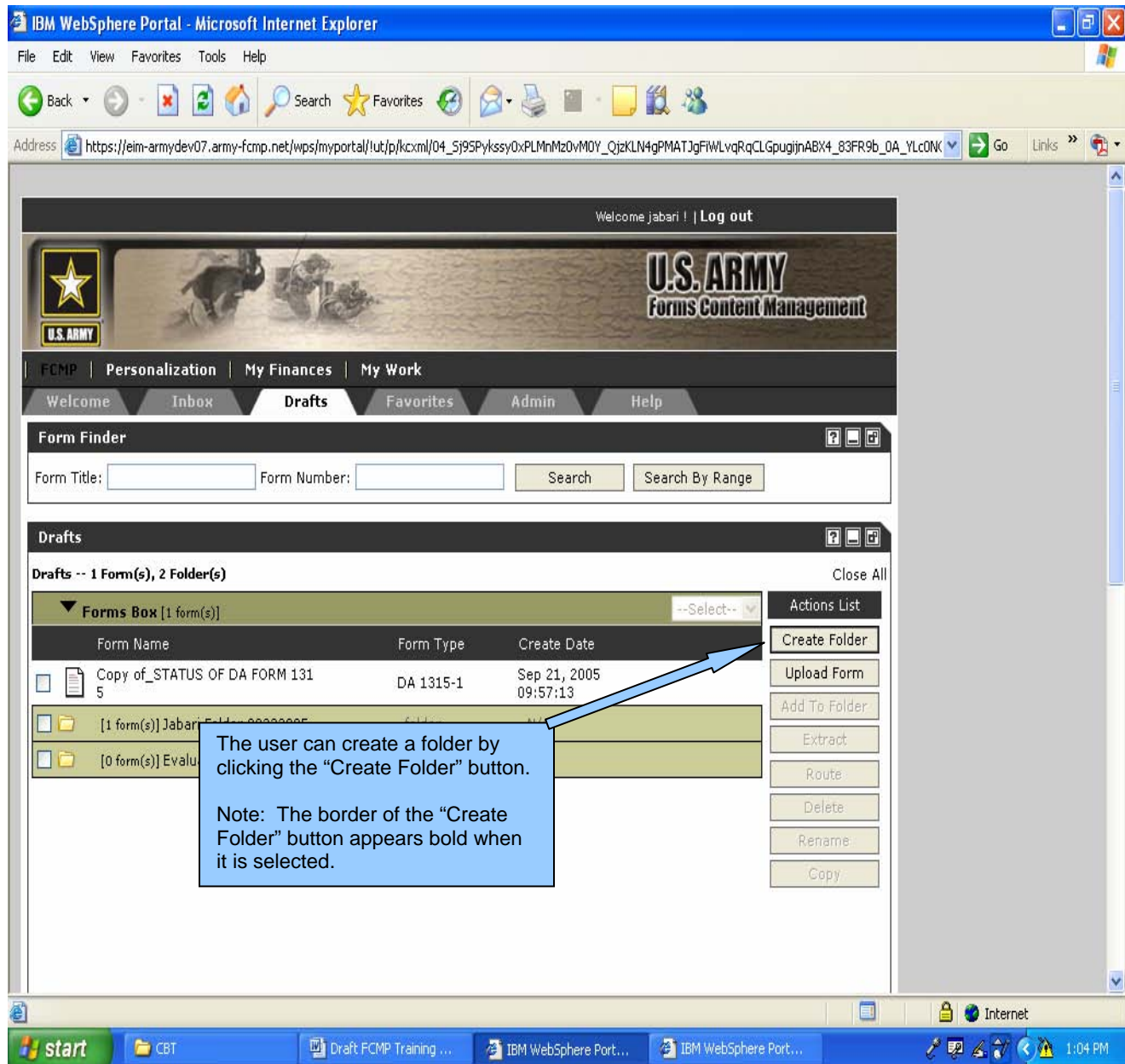
Figure 55 Create Folder Function
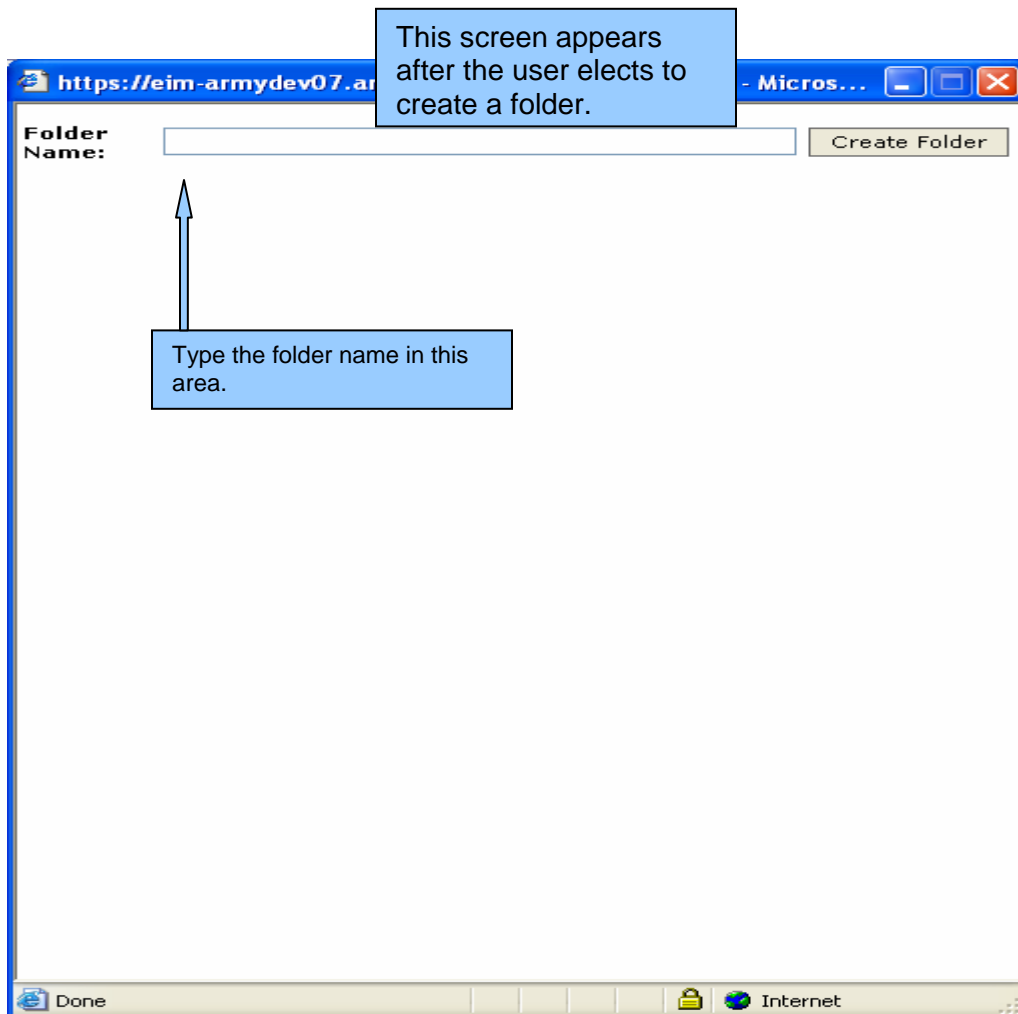
Figure 56 Name the Folder
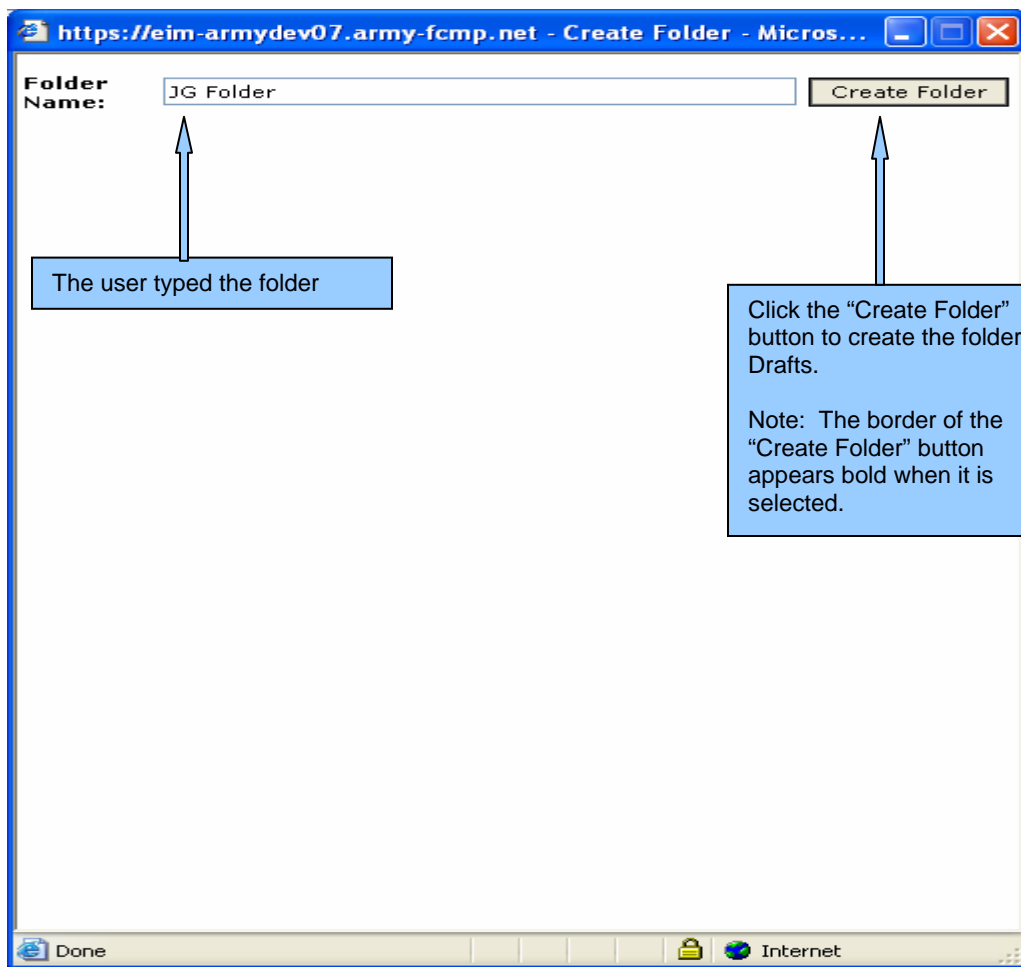
Figure 57 Create Folder and Save to Drafts

The user typed the folder

Click the "Create Folder" button to create the folder in Drafts.

Note: The border of the "Create Folder" button appears bold when it is selected.
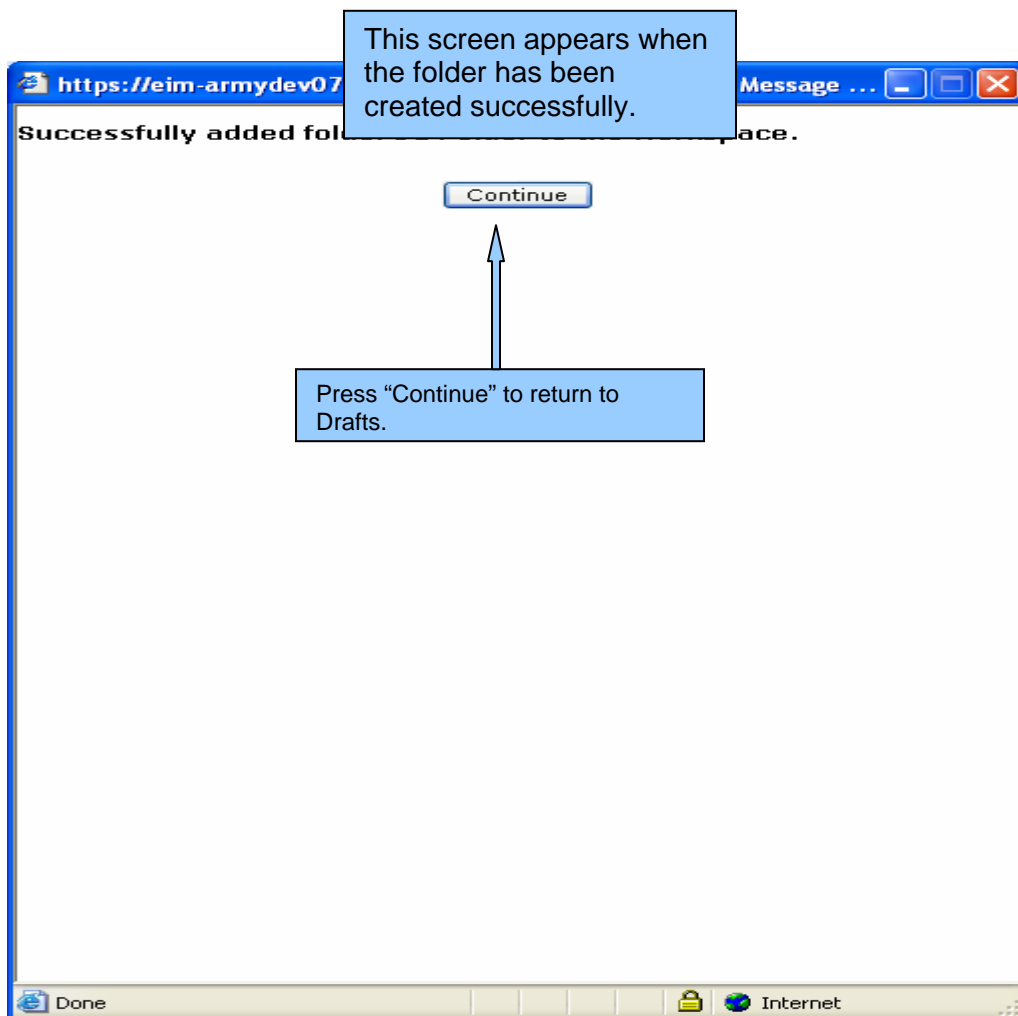
Figure 58 Folder Created Successfully

Drafts – Extract Form

Figure 59 Extract Form Function

This screen appears when the form has been successfully extracted from the folder.

https://eim-armydev07.army...ge ...

Successfully extracted form 'MAINTENANCE TEST FLIGHT MANEUVERS GRADESLIP' from the folder 'Jabari Folder 09232005'.

Continue

Press "Continue" to return to Drafts.

Done   Internet
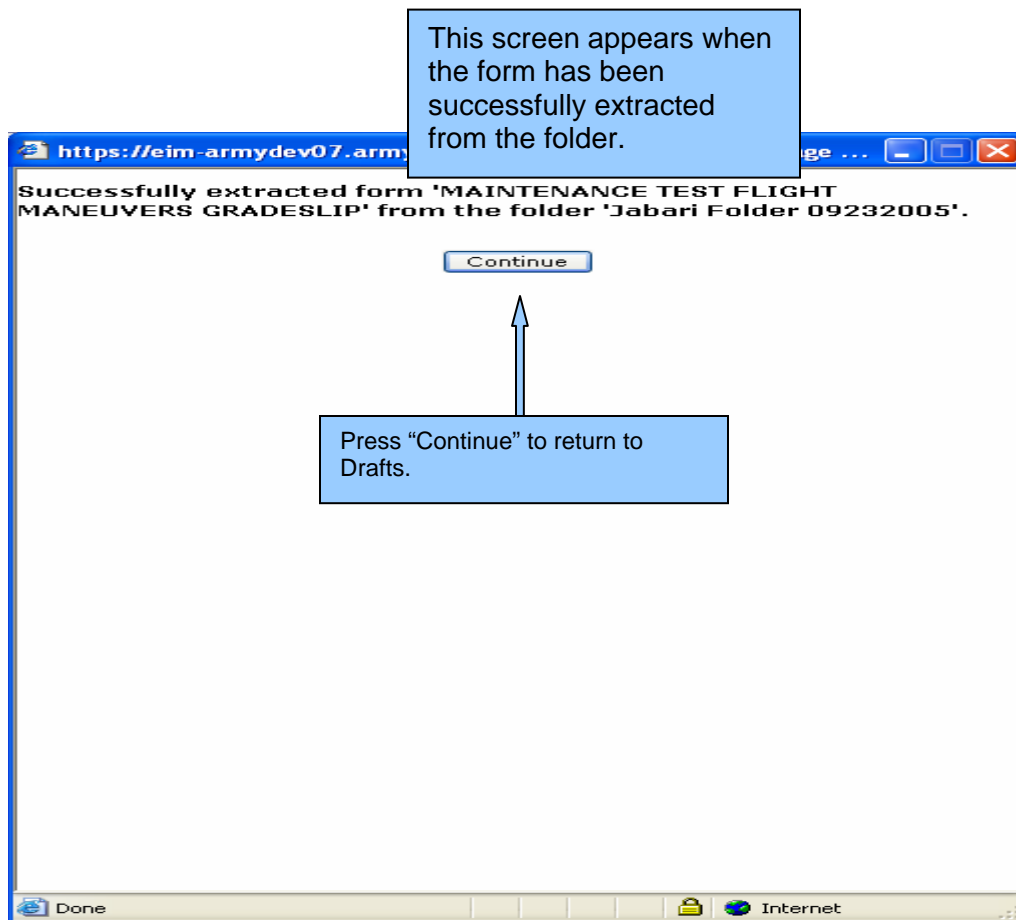
Figure 60 Form Extracted Successfully

Drafts – Upload Form Function
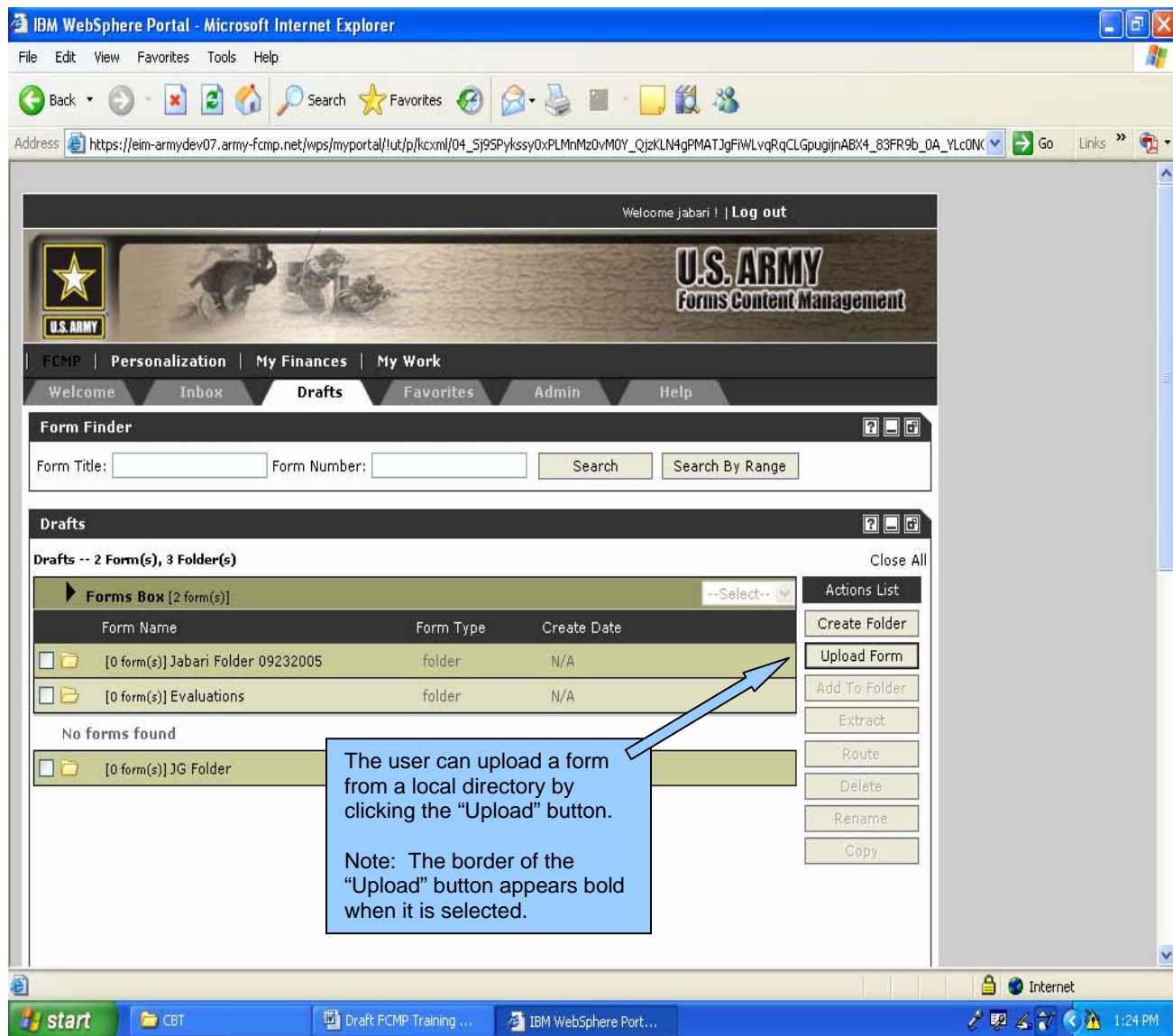
Figure 61 Upload Form Function
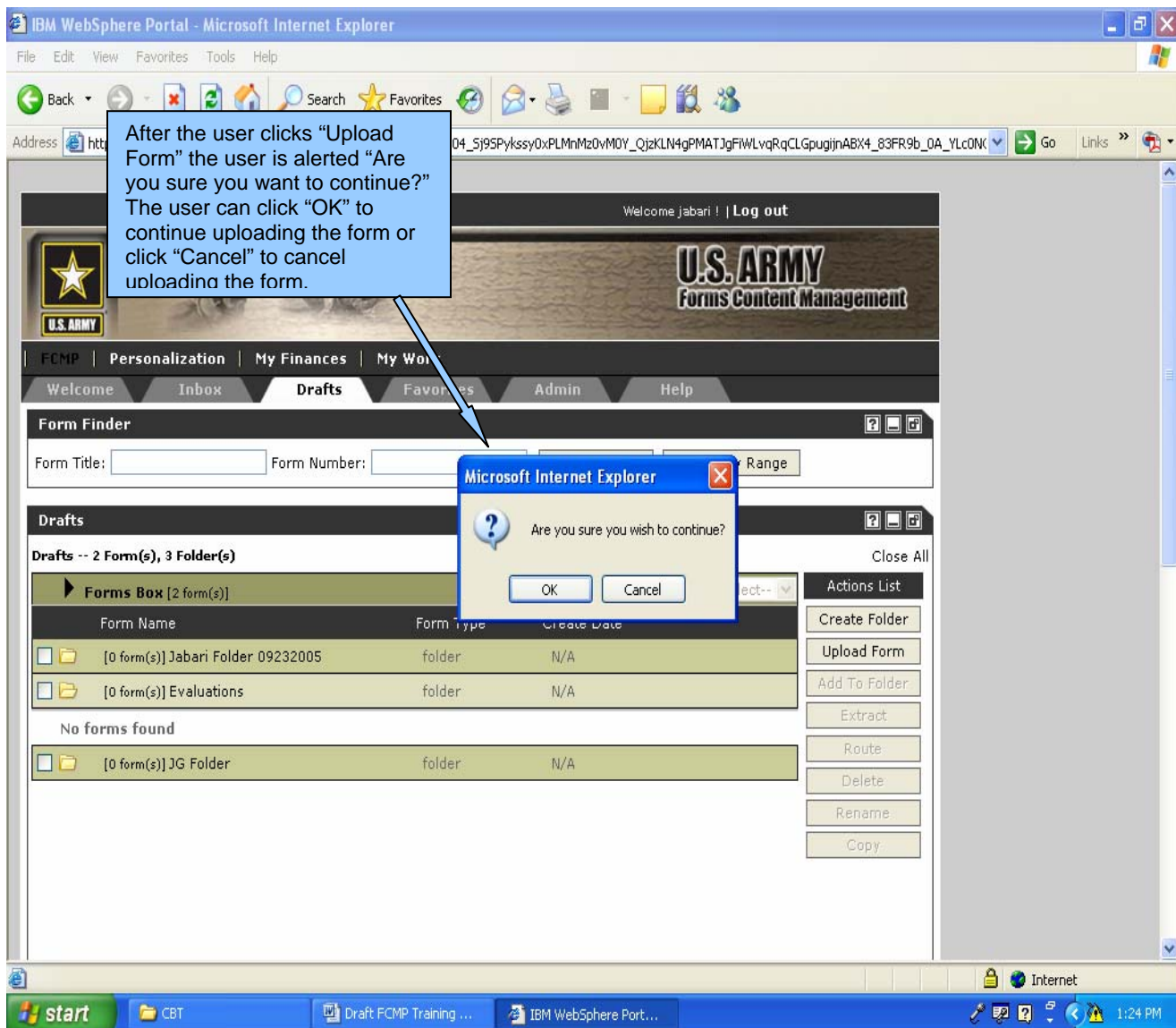
Figure 62 Confirm Form Upload
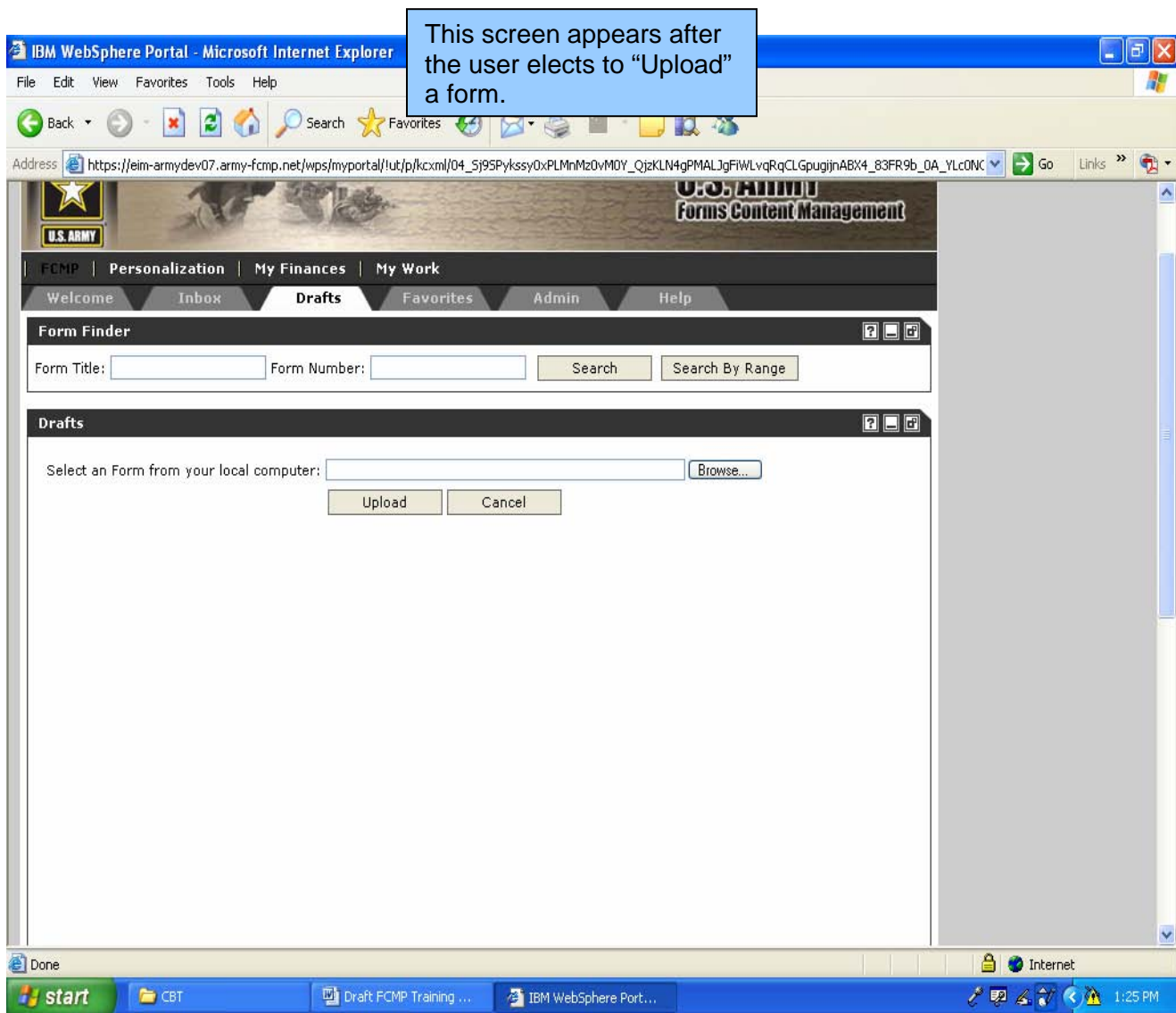
Figure 63 Browse for a Form to Upload
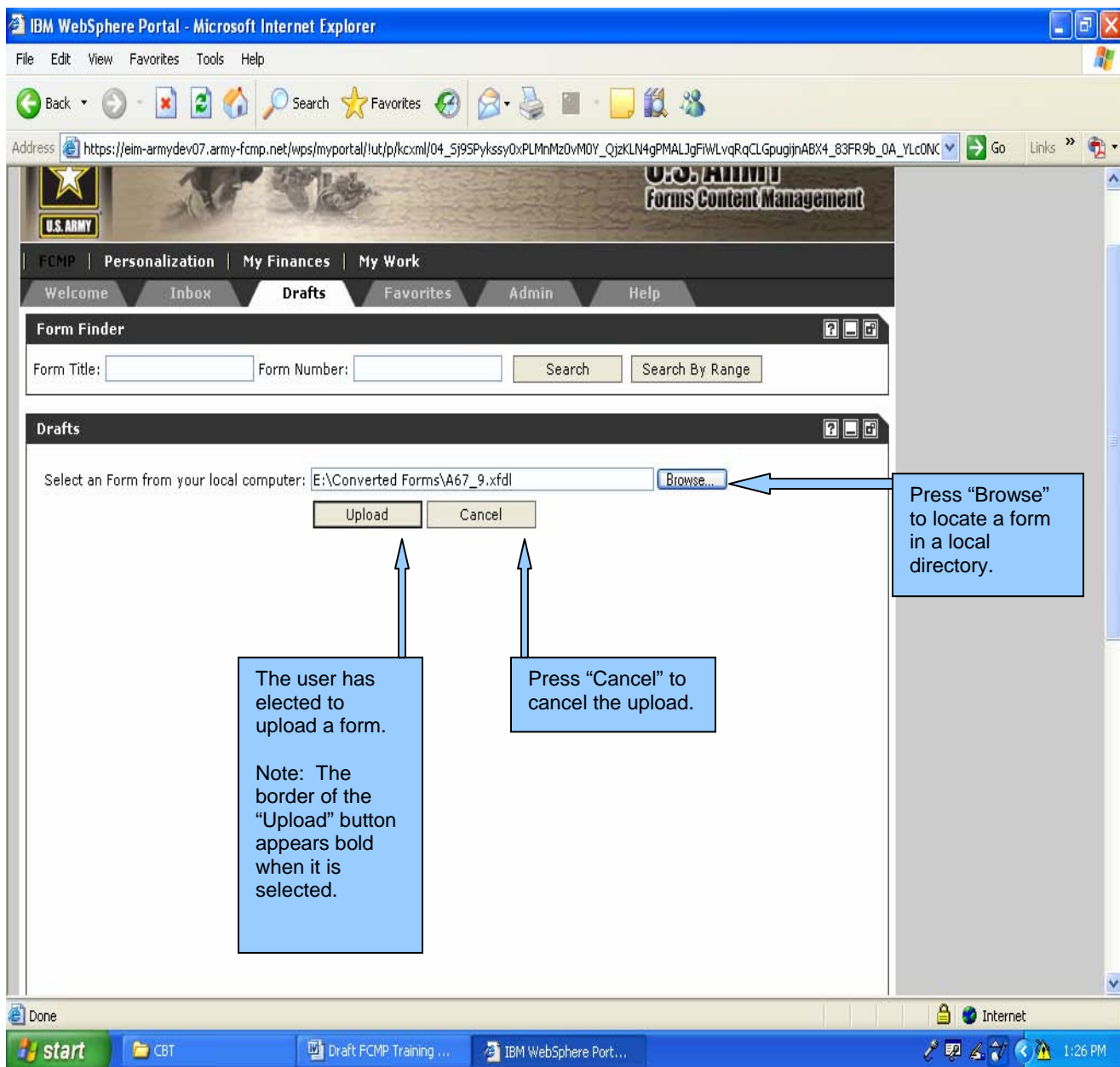
Figure 64 Select a Form to Upload and Upload the Form

The callout text within the figure:

- Press "Browse" to locate a form in a local directory.
- Press "Cancel" to cancel the upload.
- The user has elected to upload a form.

  Note: The border of the "Upload" button appears bold when it is selected.

Favorites Tab

Favorites Page Overview
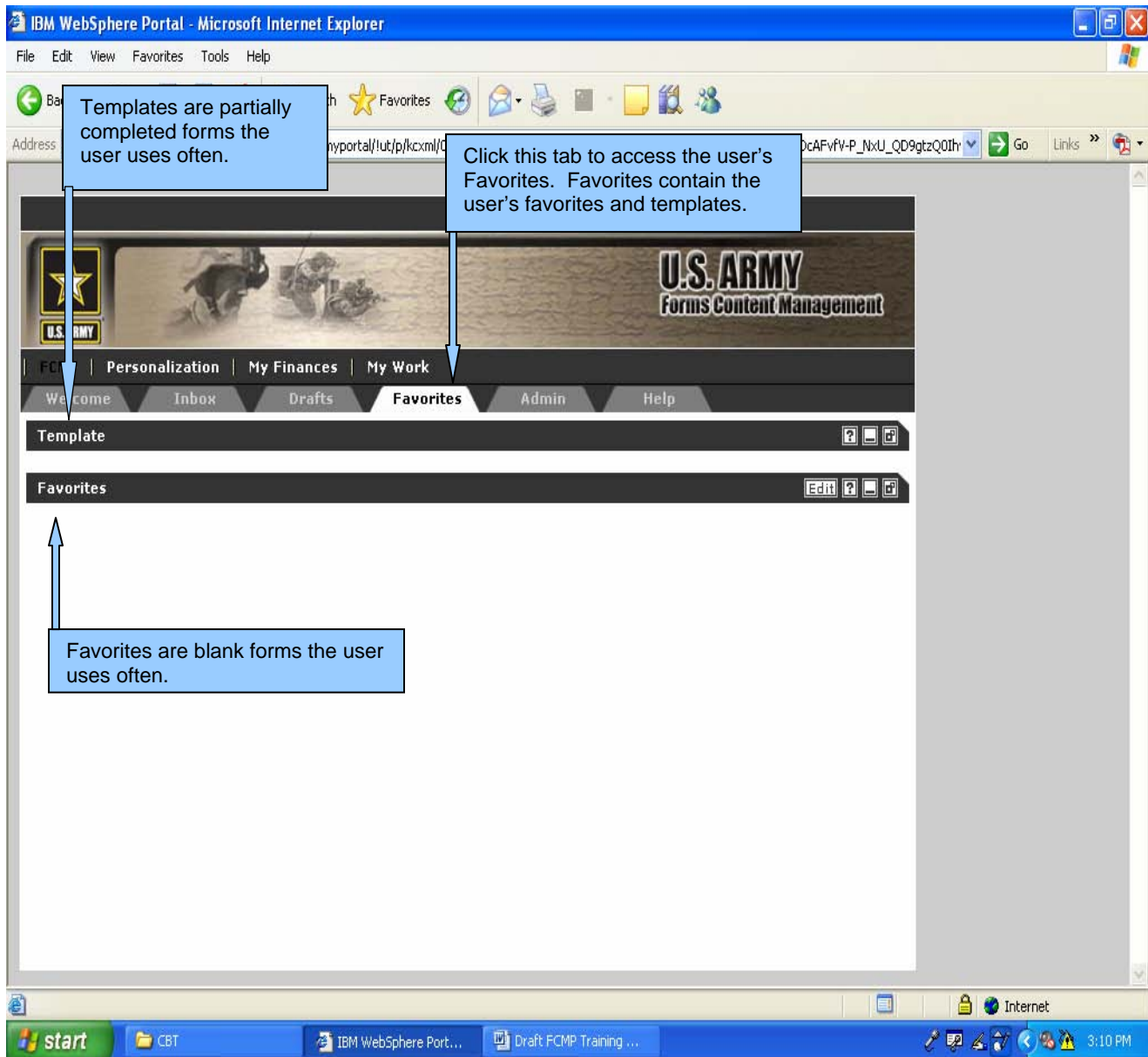
Figure 65 Favorites Page Overview

Template Overview

Figure 66 Template Overview

Favorites – Overview

The Favorites window shows the user's most used blank forms.

The "Edit button allows the user to edit their list of favorite forms. The user edits favorites by clicking the "Edit" button.

This is a list of the user's most used blank forms.

Figure 67 Favorites Edit Function

Favorites – Edit Function

This screen appears when the user clicks the "Edit" button.

The "Search" allows the user to search the Army's Forms Content Manager using Form Name and Form Number.

This is a list of forms in the user's Favorites.

The "Remove" button allows the user to remove forms from the Favorites.

Figure 68 Edit Function

Favorites – Search Function

The user enters the letter "j" to search for any form that has the letter "j" in the Form Title

The user has elected to search for forms.

Note: The border of the "Search" button appears bold when it is selected.
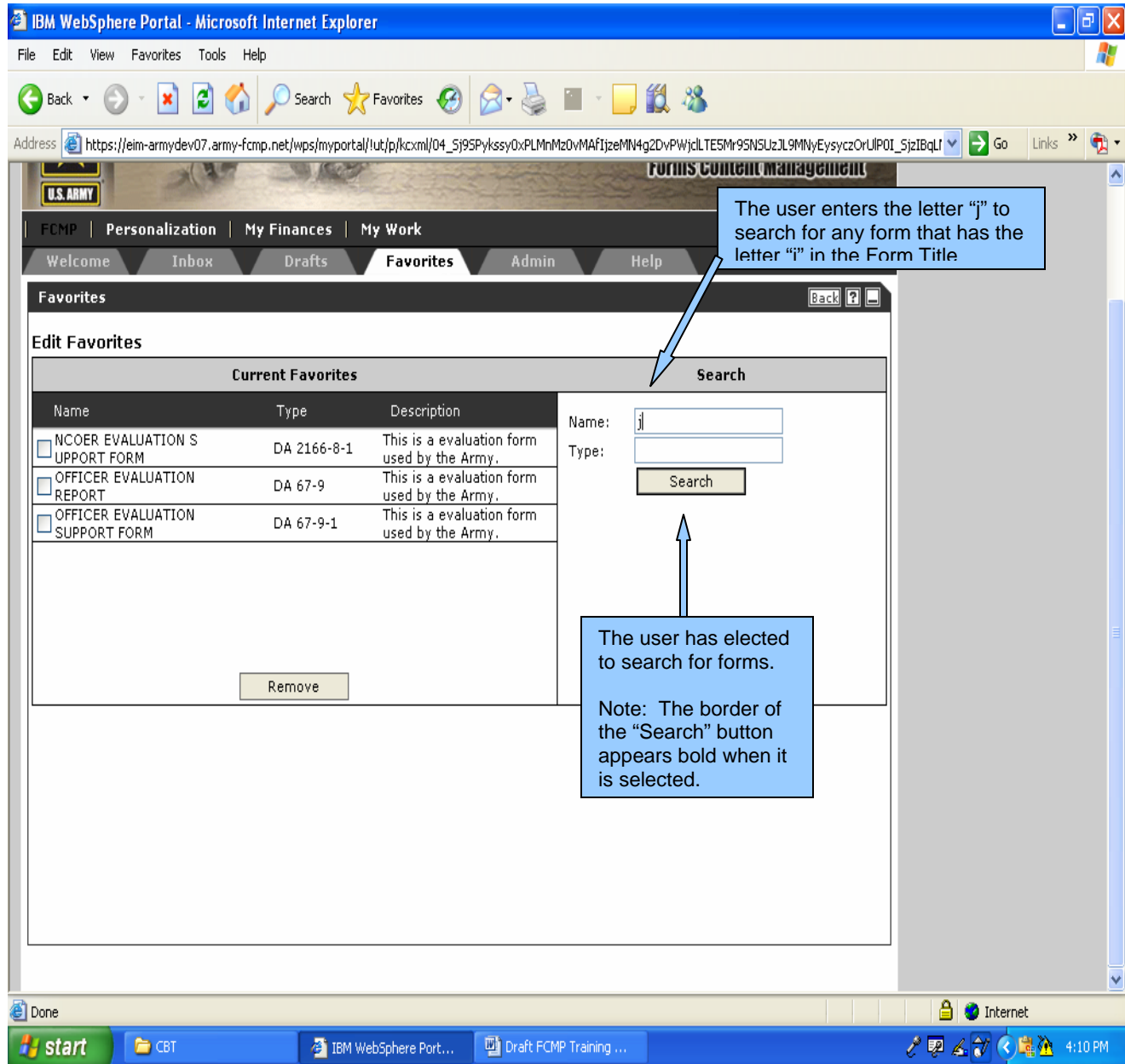
Figure 69 Search Function

Favorites – Add Function

Figure 70 Favorites Add Function

Figure 71 Forms Added Successfully

Favorites – Remove Function

Figure 72 Favorites Remove Function

Figure 73 Form Removed Successfully

Favorites – Back Function

Figure 74 Back Function

Help Pages

Frequently Asked Questions (FAQs) - FCMP

Figure 75 Frequently Asked Questions (FAQs)

Electronic Military Evaluations:

Information specifically on the Military Evaluations – the first fully functional forms (wizardized, electronic approval, autofill from an authoritative database, etc) – can be found at this website: https://www.hrc.army.mil/site/active/tagd/MSD/msdweb.htm
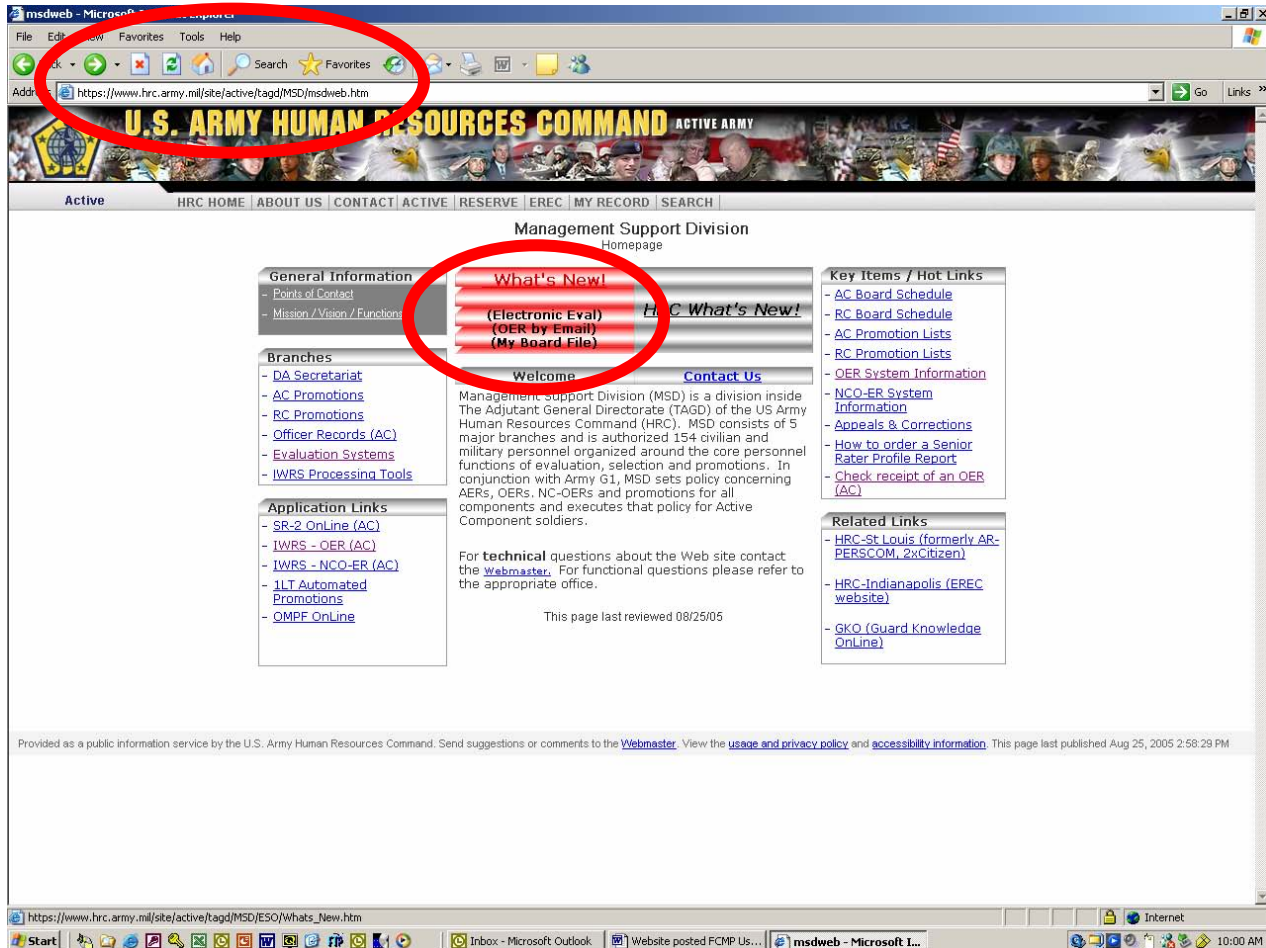

Figure 76 Military Electronic Evaluations Information